

# **Department of Social Services Support Divisions**

## **Fiscal Year 2019 Budget Request Book 1 of 6**

**Steve Corsi, Psy.D., Acting Director**

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# **Department Overview**



The Missouri Department of Social Services (DSS) was constitutionally established in 1974. It is charged with administering programs to promote, safeguard and protect the general welfare of children; to maintain and strengthen family life; and, to aid people in need as they strive to achieve their highest level of independence.

The department has 4 program divisions (Children's Division, Family Support Division, MO HealthNet Division and Division of Youth Services) and 2 support divisions (Divisions of Finance and Administrative Services and Legal Services) reporting to the Office of the Director. The Office of the Director oversees and coordinates the division's programs and services.

#### **Mission**

To maintain or improve the quality of life for Missouri citizens.

#### **Vision**

Safe, healthy and prosperous Missourians

#### **Guiding Principles**

- Results;
- Excellence in Service;
- Proficiency;
- Integrity;
- Inclusiveness;
- Stewardship; and,
- Accountability.

#### **Core Functions**

- Child protection and permanency;
- Youth rehabilitation;
- Access to quality health care; and,
- Maintaining and strengthening families.

# **State Auditor's Reports and Oversight Evaluations**

### State Auditor's Reports and Oversight Evaluations

Program or Division Name	Type of Report	Date Issued	Website
Social Services/Welfare Investigation Unit Program Evaluation	Oversight Division Program Evaluation	01/2014	<a href="http://www.moga.mo.gov">www.moga.mo.gov</a> Program Evaluations
State of Missouri Single Audit Year Ended June 30, 2013	State Auditor's Report Report No. 2014-017	03/2014	<a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a> Audit Reports
Social Services/MO HealthNet Division Payment and Cost Recovery	State Auditor's Report Report No. 2014-140	12/2014	<a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a> Audit Reports
Social Services/Children's Division Early Childhood Development, Education and Care Fund	State Auditor's Report Report No. 2015-005	02/2015	<a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a> Audit Reports
State of Missouri Single Audit Year Ended June 30, 2014	State Auditor's Report Report No. 2015-014	03/2015	<a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a> Audit Reports
State of Missouri Single Audit Year Ended June 30, 2015	State Auditor's Report Report No. 2016-016	03/2016	<a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a> Audit Reports
State of Missouri Single Audit Year Ended June 30, 2016	State Auditor's Report Report No. 2017-018	03/2017	<a href="http://www.auditor.mo.gov">www.auditor.mo.gov</a> Audit Reports

The above chart includes audits released by the State Auditor's Office in FY14, FY15, and FY16 as well as FY14 Program Evaluations by the Joint Committee on Legislative Research's Oversight Division.

# **Programs Subject to MO Sunset Act**



**Programs Subject to Missouri Sunset Act**

<b>Program</b>	<b>Statutes Establishing</b>	<b>Sunset Date</b>	<b>Review Status</b>
Foster Care and Adoptive Parents Recruitment and Retention Fund	§453.600 Sunset Clause: § 453.600.5 §143.1015 Sunset Clause: §143.1015.6	August 28, 2017	HB 431 (2011) created the Foster Care and Adoptive Parents Recruitment and Retention Fund. The authorization for the fund sunsets August 28, 2017 unless reauthorized. The termination date for these sections is 12/31/18.  The fund is to grant awards to licensed community-based foster care and adoption recruitment programs.
Low-Wage Trap Elimination Act	§208.053 Sunset Clause: § 208.053.7	August 28, 2017	SB 986 (2013) created the "Hand-up Program". The authorization for the program sunsets August 28, 2017 unless reauthorized. The termination date for this section is 9/1/18.  The program is to transition persons receiving state-funded child care subsidy benefits by allowing them to continue with the program but with cost-sharing of premiums as their income increases.
Missouri Electronic Prior Authorization Committee	§338.320 Sunset Clause: § 338.320.6	August 28, 2018	HBs 1563 and 1827 (2012) established the Missouri Electronic Prior Authorization Committee. The committee sunsets August 28, 2018, unless reauthorized. The termination date for this section is 9/1/19.  The committee is to facilitate, monitor, and report to the general assembly on Missouri-based efforts to contribute to the establishment of national prior authorization standards.
Ground Ambulance Service Allowance	§§ 190.800-190.839 Sunset Clause: § 190.839	September 30, 2018	HB 1534 (2016) extended the sunset for the Ground Ambulance Services Reimbursement Allowance (Ambulance Tax) to September 30, 2018.  The MO HealthNet Division must obtain CMS approval of a Medicaid State Plan Amendment for the tax.

<b>Program</b>	<b>Statutes Establishing</b>	<b>Sunset Date</b>	<b>Review Status</b>
Nursing Facility Reimbursement Allowance	§§ 198.401-198.439 Sunset Clause: § 198.439	September 30, 2018	HB 1534 (2016) extended the sunset of the Nursing Facility Reimbursement Allowance to September 30, 2018.  The Nursing Facility Reimbursement Allowance is a critical funding stream to provided state matching funds for federal reimbursement under the state/federal Medicaid program.
Medicaid Managed Care Organization Reimbursement Allowance	§ 208.437 Sunset Clause: § 208.437.5	September 30, 2018	HB 1534 (2016) extended the sunset of the Medicaid Managed Care Reimbursement Allowance (MCRA) to September 30, 2018.  Although allowable in statue, current federal law does not allow the state to operate the MO HealthNet Managed Care Reimbursement Allowance because it is not a broad based tax.
Federal Reimbursement Allowance	§ 208.480 Sunset Clause: § 208.480	September 30, 2018	HB 1534 (2016) extended the sunset of the Hospital Federal Reimbursement Allowance (FRA) to September 30, 2018.  The Federal Reimbursement Allowance is a critical funding stream to provide state matching funds for federal reimbursement under the state/federal Medicaid program.
Pharmacy Tax	§ 338.535-338.350 Sunset Clause: § 338.550.2	September 30, 2018	SB 210 (2015) extended the sunset of the Pharmacy Tax to September 30, 2016. HB 1534 (2016 ) extended the sunset of the Pharmacy Tax to September 30, 2018.  The Pharmacy Tax is a critical funding stream to provide state matching funds for federal reimbursement under the state/federal Medicaid program.
Intermediate Care Facility for the Intellectually Disabled Reimbursement Allowance	§ 633.401 Sunset Clause: § 633.401.16	September 30, 2018	HB 1534 (2016) extended the sunset of the Intermediate Care Facility for the Intellectually Disabled Reimbursement Allowance (ICFID) to September 30, 2016. The Intermediate Care Facility for the Intellectually Disabled Reimbursement Allowance is a critical funding stream to provide state matching funds for federal reimbursement to under the state/federal Medicaid program.

<b>Program</b>	<b>Statutes Establishing</b>	<b>Sunset Date</b>	<b>Review Status</b>
Ticket-to-Work Health Assurance Program	§208.146 Sunset Clause: § 208.146.7	August 28, 2019	SB 577 (2007) authorized the Ticket-to-Work Program. SB 127 (2013) extended the sunset to August 28, 2019.  The Ticket-to-Work Program allows medical assistance to be paid for a person who is employed, subject to appropriations and in accordance with the federal Ticket to Work and Work Incentives Improvement Act of 1999.
Pregnancy Resource Center Tax Credit	§135.630 Sunset Clause: § 135.630.10	December 31, 2019	HB 1485 (2006) authorized the Pregnancy Resource Center Tax Credit. The Credit sunset August 28, 2012. SB 20 (2013) reauthorized the Pregnancy Resource Center Tax Credit with a sunset of December 31, 2019. The termination date for this section is 9/1/20.  The Pregnancy Resource Center Tax Credit allows people to claim tax credits for donations to qualified pregnancy resource centers.
Supplemental Nutrition Assistance Program (SNAP) - Pilot Program for Access to Fresh Food	§208.018 Sunset Clause: §208.018.6	August 28, 2020	SB 680 (2014) authorized a Pilot Program to supplement the Supplemental Nutrition Assistance Program. The authorization for the Pilot Program sunsets August 28, 2020 unless reauthorized. The termination date for this section is 9/1/20.  The Pilot Program allows SNAP participants with access and ability to purchase fresh food when purchasing fresh food at farmers' markets.
Missouri Rx Plan	§ 208.780-208-798 Sunset Clause: § 208.798.2	August 28, 2022	HB 412 (2011) extended the sunset for the Missouri Rx Program from the Missouri Senior Rx Program to August 28, 2014. SB 754 extended the program through 2017. SB 139 (2017) extended the termination date until 8/28/22.  The Missouri Rx Program provides prescription drug assistance benefits to the elderly and disabled.

# **Department Request Summary**

**DEPARTMENT OF SOCIAL SERVICES**  
**FISCAL YEAR 2019 SAM SECTION SUMMARY**

H.B. Sec.	Rank	Decision Item Name	2019 DEPARTMENT REQUEST				
			FTE	GR	FF	OF	Total
11.005		<b>Office of the Director</b>					
	1	Core	3.25	137,851	148,302	30,773	316,926
		<i>Total</i>	3.25	137,851	148,302	30,773	316,926
11.010		<b>Federal Grants and Donations</b>					
	1	Core	0.00	0	4,443,552	33,999	4,477,551
		<i>Total</i>	0.00	0	4,443,552	33,999	4,477,551
11.015		<b>Human Resource Center</b>					
	1	Core	10.52	277,389	231,585	0	508,974
		NDI - Federal Overtime Change		0	0	0	0
		<i>Total</i>	10.52	277,389	231,585	0	508,974
11.020		<b>MO Medicaid Audit &amp; Compliance</b>					
	1	Core	73.05	1,376,535	2,474,341	133,587	3,984,463
		<i>Total</i>	73.05	1,376,535	2,474,341	133,587	3,984,463
11.025		<b>Systems Management</b>					
	1	Core	0.00	442,673	1,969,576	0	2,412,249
		<i>Total</i>	0.00	442,673	1,969,576	0	2,412,249
11.030		<b>Recovery Audit &amp; Compliance Contract</b>					
	1	Core	0.00	0	0	1,200,000	1,200,000
		<i>Total</i>	0.00	0	0	1,200,000	1,200,000
11.040		<b>Finance and Administrative Services</b>					
	1	Core	65.95	2,129,843	1,240,405	1,253,313	4,623,561
		<i>Total</i>	65.95	2,129,843	1,240,405	1,253,313	4,623,561

DEPARTMENT OF SOCIAL SERVICES  
FISCAL YEAR 2019 SAM SECTION SUMMARY

H.B. Sec.	Rank	Decision Item Name	2019 DEPARTMENT REQUEST				
			FTE	GR	FF	OF	Total
11.045		<b>Revenue Maximization</b>					
	1	Core	0.00	0	3,250,000	0	3,250,000
		<i>Total</i>	0.00	0	3,250,000	0	3,250,000
11.050		<b>Receipt &amp; Disbursement - Refunds</b>					
	1	Core	0.00	0	12,055,000	3,044,000	15,099,000
		NDI R&D Inc Authority			293,789	177,100	470,889
		<i>Total</i>	0.00	0	12,348,789	3,221,100	15,569,889
11.055		<b>County Detention Payments</b>					
	1	Core	0.00	1,354,000	0	0	1,354,000
		<i>Total</i>	0.00	1,354,000	0	0	1,354,000
11.060		<b>Legal Services</b>					
	1	Core	124.88	1,603,736	3,524,880	840,777	5,969,393
		<i>Total</i>	124.88	1,603,736	3,524,880	840,777	5,969,393
		<i>Support Core Total</i>	277.65	7,322,027	29,337,641	6,536,449	43,196,117
		<i>Support NDI Total</i>	0.00	0	293,789	177,100	470,889
		<i>Support Non Count Total</i>	0.00	0	0	0	0
		<i>Total Support</i>	277.65	7,322,027	29,631,430	6,713,549	43,667,006

# **Office of Director**

# CORE DECISION ITEM

Department: Social Services  
Division: Office of Director  
Core: Office of Director

Budget Unit: 88712C

HB Section: 11.005

## 1. CORE FINANCIAL SUMMARY

### FY 2019 Budget Request

	GR	Federal	Other	Total	E
PS	104,308	147,105	30,773	282,186	
EE	33,543	1,197		34,740	
PSD					
TRF					
Total	137,851	148,302	30,773	316,926	
FTE	1.61	0.72	0.92	3.25	

<b>Est. Fringe</b>	48,348	51,458	19,065	118,870
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Child Support Enforcement Collections Fund (0169)

### FY 2019 Governor's Recommendation

	GR	Federal	Other	Total	E
PS					
EE					
PSD					
TRF					
Total	0	0	0	0	
FTE					

<b>Est. Fringe</b>	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

Core operating budget for the Office of the Director.

## 3. PROGRAM LISTING (list programs included in this core funding)

Office of the Director



## CORE DECISION ITEM

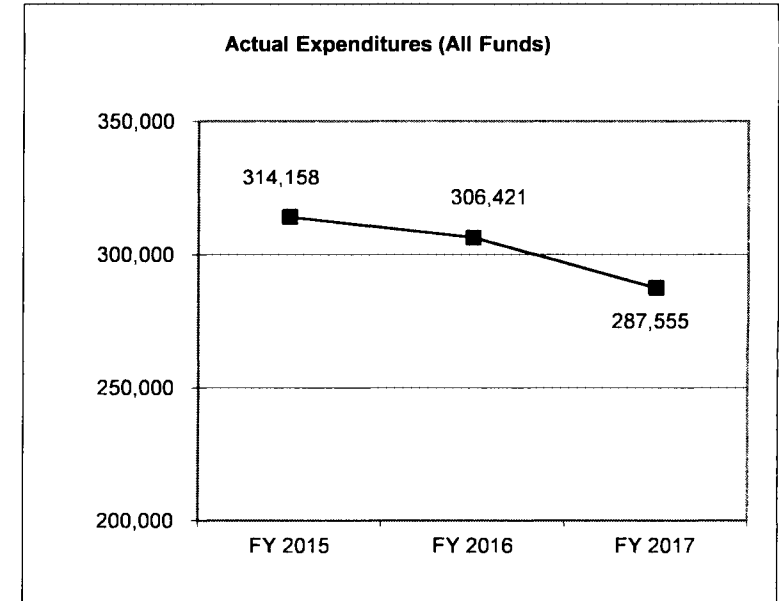
**Department: Social Services**  
**Division: Office of Director**  
**Core: Office of Director**

**Budget Unit: 88712C**

**HB 11.005**

### 4. FINANCIAL HISTORY

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Current Yr.
Appropriation (All Funds)	318,505	311,392	316,926	316,926
Less Reverted (All Funds)	(4,293)	(4,056)	(4,135)	(4,135)
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	314,212	307,336	312,791	312,791
Actual Expenditures (All Funds)	314,158	306,421	287,555	N/A
Unexpended (All Funds)	54	915	25,236	N/A
Unexpended, by Fund:				
General Revenue	1	0	7	N/A
Federal	50	914	16,615	N/A
Other	3	1	8,614	N/A
	(1)	(2)	(3)	



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

#### NOTES:

**(1)** FY15 core reduction of \$13,441 in (E&E) Child Support Enforcement Fund (0169). Core reallocation \$72,500 from the FSD Admin \$24,167 FF, CD Admin \$24,167 FF and DYS Admin \$24,166. Core reduction of 2% of Professional Services \$32 GR.

**(2)** FY16 core reduction of \$8,630 GR.

**(3)** FY17 lapse due to Director turnover.

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**CORE RECONCILIATION DETAIL**

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**DEPARTMENT OF SOCIAL SERVICES  
OFFICE OF DIRECTOR**

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**5. CORE RECONCILIATION DETAIL**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<hr/>							
<b>TAFP AFTER VETOES</b>							
	PS	3.25	104,308	147,105	30,773	282,186	
	EE	0.00	33,543	1,197	0	34,740	
	<b>Total</b>	<b>3.25</b>	<b>137,851</b>	<b>148,302</b>	<b>30,773</b>	<b>316,926</b>	
<hr/>							
<b>DEPARTMENT CORE REQUEST</b>							
	PS	3.25	104,308	147,105	30,773	282,186	
	EE	0.00	33,543	1,197	0	34,740	
	<b>Total</b>	<b>3.25</b>	<b>137,851</b>	<b>148,302</b>	<b>30,773</b>	<b>316,926</b>	
<hr/>							
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	3.25	104,308	147,105	30,773	282,186	
	EE	0.00	33,543	1,197	0	34,740	
	<b>Total</b>	<b>3.25</b>	<b>137,851</b>	<b>148,302</b>	<b>30,773</b>	<b>316,926</b>	
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## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>OFFICE OF DIRECTOR</b>								
<b>CORE</b>								
PERSONAL SERVICES								
GENERAL REVENUE	101,172	1.09	104,308	1.61	104,308	1.61	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	130,940	1.30	147,105	0.72	147,105	0.72	0	0.00
CHILD SUPPORT ENFORCEMENT FUND	22,159	0.25	30,773	0.92	30,773	0.92	0	0.00
TOTAL - PS	254,271	2.64	282,186	3.25	282,186	3.25	0	0.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	32,537	0.00	33,543	0.00	33,543	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	747	0.00	1,197	0.00	1,197	0.00	0	0.00
TOTAL - EE	33,284	0.00	34,740	0.00	34,740	0.00	0	0.00
<b>TOTAL</b>	<b>287,555</b>	<b>2.64</b>	<b>316,926</b>	<b>3.25</b>	<b>316,926</b>	<b>3.25</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$287,555</b>	<b>2.64</b>	<b>\$316,926</b>	<b>3.25</b>	<b>\$316,926</b>	<b>3.25</b>	<b>\$0</b>	<b>0.00</b>

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# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
OFFICE OF DIRECTOR								
CORE								
STATE DEPARTMENT DIRECTOR	143,982	1.16	124,140	1.00	128,244	1.00	0	0.00
DEPUTY STATE DEPT DIRECTOR	63,396	0.57	112,452	1.00	112,452	1.00	0	0.00
SPECIAL ASST OFFICE & CLERICAL	46,893	0.91	45,594	1.25	41,490	1.25	0	0.00
TOTAL - PS	254,271	2.64	282,186	3.25	282,186	3.25	0	0.00
TRAVEL, IN-STATE	903	0.00	1,300	0.00	896	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1,006	0.00	404	0.00	0	0.00
SUPPLIES	7,602	0.00	7,007	0.00	7,007	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	13,928	0.00	11,565	0.00	12,571	0.00	0	0.00
COMMUNICATION SERV & SUPP	7,628	0.00	10,762	0.00	10,762	0.00	0	0.00
PROFESSIONAL SERVICES	635	0.00	385	0.00	385	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	102	0.00	221	0.00	221	0.00	0	0.00
M&R SERVICES	1,356	0.00	506	0.00	506	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	10	0.00	10	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	806	0.00	806	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	284	0.00	284	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	10	0.00	10	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	859	0.00	845	0.00	845	0.00	0	0.00
MISCELLANEOUS EXPENSES	271	0.00	33	0.00	33	0.00	0	0.00
TOTAL - EE	33,284	0.00	34,740	0.00	34,740	0.00	0	0.00
GRAND TOTAL	\$287,555	2.64	\$316,926	3.25	\$316,926	3.25	\$0	0.00
GENERAL REVENUE	\$133,709	1.09	\$137,851	1.61	\$137,851	1.61		0.00
FEDERAL FUNDS	\$131,687	1.30	\$148,302	0.72	\$148,302	0.72		0.00
OTHER FUNDS	\$22,159	0.25	\$30,773	0.92	\$30,773	0.92		0.00

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.005**

**Program Name: Office of Director**

**Program is found in the following core budget(s): Office of Director**

### 1a. What strategic priority does this program address?

Safe Children, Healthy and Prosperous Missourians

### 1b. What does this program do?

The Office of the Director for the Department of Social Services is dedicated to making a positive difference in the lives of Missourians. Through effective use of the people's money, quality service and assistance, innovation, and continued ongoing improvements, the organization is holistically committed to helping Missouri citizens first with honor, dignity, and excellence. In its leadership role, this office operates under these guiding principles:

- Results
- Excellence in Service
- Proficiency
- Integrity
- Inclusiveness
- Stewardship
- Accountability

The Department of Social Services was established in 1974 to deliver social programs to Missourians in need. The Department works to ensure the health and safety of children, to help parents and caregivers provide nurturing homes and to aid people in need of financial assistance reach their highest level of social and economic self-sufficiency. The Director's Office oversees the four program divisions: Children's Division, Family Support Division, Division of Youth Services, and MO HealthNet Division; and three support divisions; Division of Finance and Administrative Services, Division of Legal Services, and Human Resource Center. The core functions of the Department are:

- Child Protection and Permanency
- Youth Rehabilitation
- Access to Quality Health Care
- Maintaining and Strengthen Families

The oversight provided by the Director's Office establishes a firm foundation and sets a positive tone to ensure the Agency and its employees act as good stewards of the people's money, optimize services for citizens, and to use the "My Missouri" leadership mindset to promote ownership and accountability.

## PROGRAM DESCRIPTION

Department: Social Services

HB Section: 11.005

Program Name: Office of Director

Program is found in the following core budget(s): Office of Director

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Statute: 660.010, RSMo.

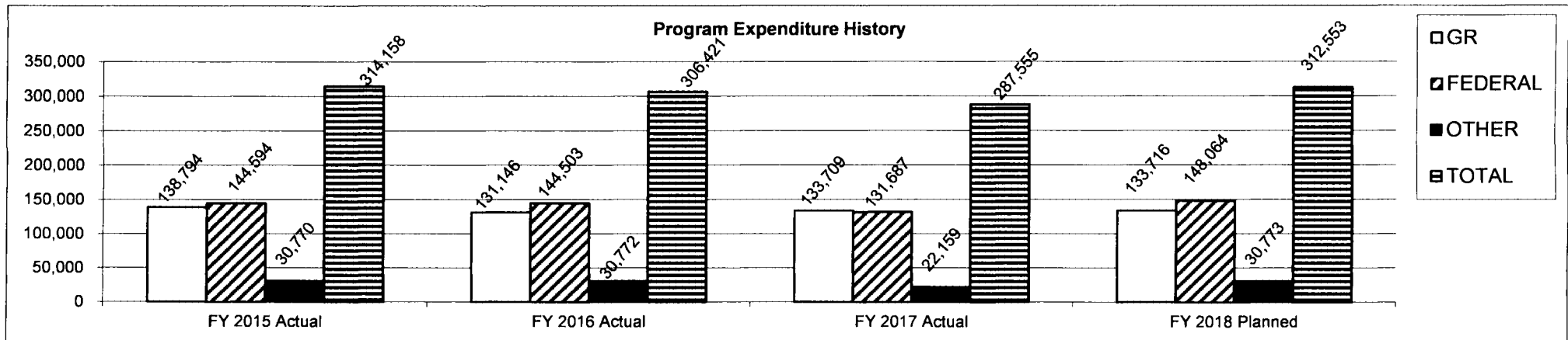
### 3. Are there federal matching requirements? If yes, please explain.

There is no federal matching requirement. However, expenditures are allocated across the department based on FTE counts and charged to corresponding grants.

### 4. Is this a federally mandated program? If yes, please explain.

No.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2018 expenditures are net of reserves and reverted.

### 6. What are the sources of the "Other " funds?

Child Support Enforcement Collections Fund (0169)

## PROGRAM DESCRIPTION

**Department:** Social Services                      **HB Section:** 11.010  
**Program Name:** Federal Grants and Donations  
**Program is found in the following core budget(s):** Federal Grants and Donations

### 1a. What strategic priority does this program address?

Centralized mechanism for new grants

### 1b. What does this program do?

This appropriation provides the Department with a centralized administrative mechanism to receive and expend new grants as they become available during the fiscal year. The Division of Finance and Administrative Services coordinates the use of this authority for the Department as divisions pursue sources other than General Revenue for funding. New grants and donations provide opportunities to sustain a level of service delivery and fund program development that will better serve Missourians. Without this appropriation, the Department would be forced to delay use of new grants and donations until emergency or supplemental appropriations are approved.

This appropriation is primarily used for one-time and/or time-limited federal grants and may support a wide variety of expenditures, including staff, if called on or required, for effective administration of the grant or donation. House Bill 11 language for this appropriation requires the Department to notify the General Assembly of any new funds and the purpose for which they will be expended. New grants spent through this appropriation are transferred to the grantee Division's budget through the appropriation process when it is anticipated that funding will continue for years after the grant is first received. Exceptions to this rule are made in those cases when the Department is acting in an administrative capacity.

#### Awards planned to utilize this appropriation:

Division	FY 19 Planned
CD	
CD	Adoption Incentives
CD	Casey Family Services Grant
DLS	STAT Task Force
DLS	State Cyber Crime Grant
DYS	Title I
DYS	DYS Donations
FSD	SEBTC (Summer Food Program)
FSD	SNAP Process & Technology Improvement Grant
FSD	Victims of Crime Act (VOCA) Grant
FSD	
FSD	
MHD	
MHD	Primary Care Health Home Grant
MHD	Improving Maternal and Infant Health Outcomes in Medicaid and CHIP

#### Awards which utilized this appropriation in FY 17:

FY17
School Violence Hotline
Adoption Incentives
Casey Family Services Grant
STAT Task Force
State Cyber Crime Grant
Title I
DYS Donations
SEBTC (Summer Food Program)
SNAP Trafficking Grant
TANF HPOG-HITE
Adult Medicaid Quality Grant
Primary Care Home Health Grant

# **Federal Grants and Donations**



### CORE DECISION ITEM

**Department:** Social Services  
**Division:** Office of Director  
**Core:** Federal Grants and Donations

**Budget Unit:** 88722C  
**HB Section:** 11.010

#### 1. CORE FINANCIAL SUMMARY

FY 2019 Budget Request					FY 2019 Governor's Recommendation						
	GR	Federal	Other	Total	E		GR	Federal	Other	Total	E
PS		0	0	0		PS				0	
EE		1,674,063	12	1,674,075		EE				0	
PSD		2,769,489	33,987	2,803,476		PSD				0	
TRF		0	0	0		TRF				0	
Total		4,443,552	33,999	4,477,551		Total		0	0	0	
FTE	0.00	0.00	0.00	0.00		FTE					

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Family Services Donation (0167)

Other Funds:

#### 2. CORE DESCRIPTION

Core budget to receive and spend time-limited grants or donations from federal, state and private sources. Appropriations language requires the Department to notify the Senate Appropriations and House Budget Chairs prior to expending grants from the fund. Notification is provided during the budget process for known expenditures and through a letter for grants for all expenditures that were unknown at the time of budget printing.

#### 3. PROGRAM LISTING (list programs included in this core funding)

Federal Grants and Donations

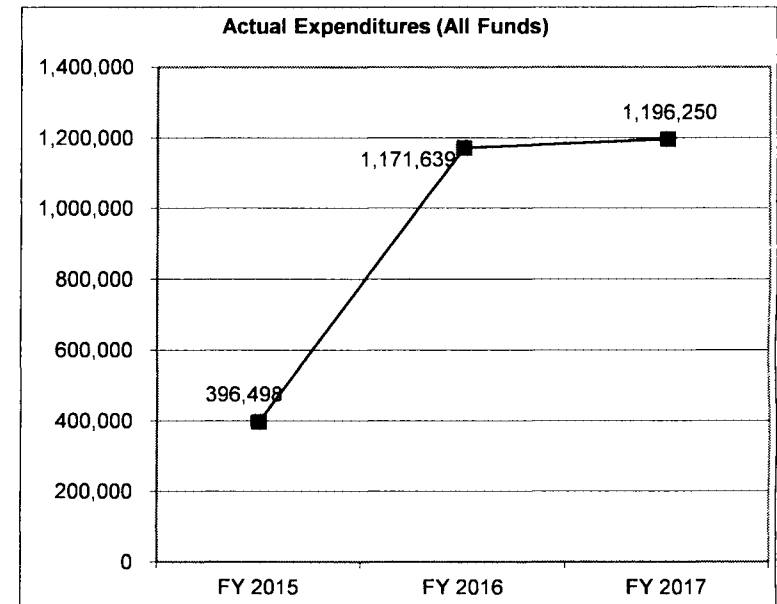
# **CORE DECISION ITEM**

**Department: Social Services**  
**Division: Office of Director**  
**Core: Federal Grants and Donations**

**Budget Unit: 88722C**  
**HB Section: 11.010**

## **4. FINANCIAL HISTORY**

	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Current Yr.</b>
Appropriation (All Funds)	9,477,551	9,477,551	4,477,551	4,477,551
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	9,477,551	9,477,551	4,477,551	4,477,551
Actual Expenditures (All Funds)	396,498	1,171,639	1,196,250	N/A
Unexpended (All Funds)	9,081,053	8,305,912	3,281,301	N/A
Unexpended, by Fund:				
General Revenue	0	0		N/A
Federal	9,047,054	8,271,913	3,247,302	N/A
Other	33,999	33,999	33,999	N/A
	<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	



Reverted includes the statutory three- percent reserve (when applicable).  
 Restricted includes any Governor's Expenditure Restriction (when applicable).

### **NOTES:**

- (1)** FY 2015 agency reserve of \$23,999 Family Services Donation Fund (0167) due to cash shortage. Federal lapse from fund 0610 was due to timeliness of spending grants.
- (2)** FY 2016 agency reserves of 8,233,896 due to excess authority and \$33,999 Family Services Donations Fund (0167) due to cash shortage. Federal lapse from fund 0610 was due to timeliness of spending grants.
- (3)** FY 2017 core reduction of \$5,000,000 due to excess Federal authority.

## CORE RECONCILIATION DETAIL

### DEPARTMENT OF SOCIAL SERVICES FEDERAL GRANTS & DONATIONS

#### 5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>										
				EE	0.00	0	1,693,629	13	1,693,642	
				PD	0.00	0	2,749,923	33,986	2,783,909	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>4,443,552</b>	<b>33,999</b>	<b>4,477,551</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Core Reallocation	194	9942		EE	0.00	0	(19,566)	0	(19,566)	
Core Reallocation	194	9946		EE	0.00	0	0	(1)	(1)	
Core Reallocation	194	9942		PD	0.00	0	19,566	0	19,566	
Core Reallocation	194	9946		PD	0.00	0	0	1	1	
<b>NET DEPARTMENT CHANGES</b>					<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				EE	0.00	0	1,674,063	12	1,674,075	
				PD	0.00	0	2,769,489	33,987	2,803,476	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>4,443,552</b>	<b>33,999</b>	<b>4,477,551</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>										
				EE	0.00	0	1,674,063	12	1,674,075	
				PD	0.00	0	2,769,489	33,987	2,803,476	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>4,443,552</b>	<b>33,999</b>	<b>4,477,551</b>	

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>FEDERAL GRANTS &amp; DONATIONS</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
DEPT OF SOC SERV FEDERAL & OTH	723,992	0.00	1,693,629	0.00	1,674,063	0.00	0	0.00
FAMILY SERVICES DONATIONS	0	0.00	13	0.00	12	0.00	0	0.00
TOTAL - EE	723,992	0.00	1,693,642	0.00	1,674,075	0.00	0	0.00
PROGRAM-SPECIFIC								
DEPT OF SOC SERV FEDERAL & OTH	472,258	0.00	2,749,923	0.00	2,769,489	0.00	0	0.00
FAMILY SERVICES DONATIONS	0	0.00	33,986	0.00	33,987	0.00	0	0.00
TOTAL - PD	472,258	0.00	2,783,909	0.00	2,803,476	0.00	0	0.00
<b>TOTAL</b>	<b>1,196,250</b>	<b>0.00</b>	<b>4,477,551</b>	<b>0.00</b>	<b>4,477,551</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$1,196,250</b>	<b>0.00</b>	<b>\$4,477,551</b>	<b>0.00</b>	<b>\$4,477,551</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

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# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>FEDERAL GRANTS &amp; DONATIONS</b>								
<b>CORE</b>								
TRAVEL, IN-STATE	20,985	0.00	5,001	0.00	5,001	0.00	0	0.00
TRAVEL, OUT-OF-STATE	3,757	0.00	3,001	0.00	0	0.00	0	0.00
SUPPLIES	2,866	0.00	15,000	0.00	15,000	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	1,488	0.00	15,000	0.00	3,501	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	25,001	0.00	25,001	0.00	0	0.00
PROFESSIONAL SERVICES	684,964	0.00	1,602,934	0.00	1,602,934	0.00	0	0.00
M&R SERVICES	9,932	0.00	15,000	0.00	9,933	0.00	0	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	6,001	0.00	6,001	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	5,001	0.00	5,001	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	201	0.00	201	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	1,500	0.00	1,500	0.00	0	0.00
<b>TOTAL - EE</b>	<b>723,992</b>	<b>0.00</b>	<b>1,693,642</b>	<b>0.00</b>	<b>1,674,075</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
PROGRAM DISTRIBUTIONS	472,258	0.00	2,783,909	0.00	2,803,476	0.00	0	0.00
<b>TOTAL - PD</b>	<b>472,258</b>	<b>0.00</b>	<b>2,783,909</b>	<b>0.00</b>	<b>2,803,476</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$1,196,250</b>	<b>0.00</b>	<b>\$4,477,551</b>	<b>0.00</b>	<b>\$4,477,551</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$1,196,250</b>	<b>0.00</b>	<b>\$4,443,552</b>	<b>0.00</b>	<b>\$4,443,552</b>	<b>0.00</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$33,999</b>	<b>0.00</b>	<b>\$33,999</b>	<b>0.00</b>		<b>0.00</b>

## PROGRAM DESCRIPTION

Department: Social Services

HB Section: 11.005

Program Name: Office of Director

Program is found in the following core budget(s): Office of Director

### 7a. Provide an effectiveness measure.

The Office of the Director supports all Department of Social Services programs. Effectiveness measures will be found in the departmental division sections.

### 7b. Provide an efficiency measure.

The Office of the Director supports all Department of Social Services programs. Efficiency measures will be found in the departmental division sections.

### 7c. Provide the number of clients/individuals served, if applicable.

The Office of the Director supports all Department of Social Services programs. Number of clients/individuals served will be found in the departmental division sections.

### 7d. Provide a customer satisfaction measure, if available.

The Office of the Director supports all Department of Social Services programs. Customer satisfaction measures will be found in the departmental division sections.

## PROGRAM DESCRIPTION

Department: Social Services

HB Section:

11.010

Program Name: Federal Grants and Donations

Program is found in the following core budget(s): Federal Grants and Donations

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapter 660 RSMo.

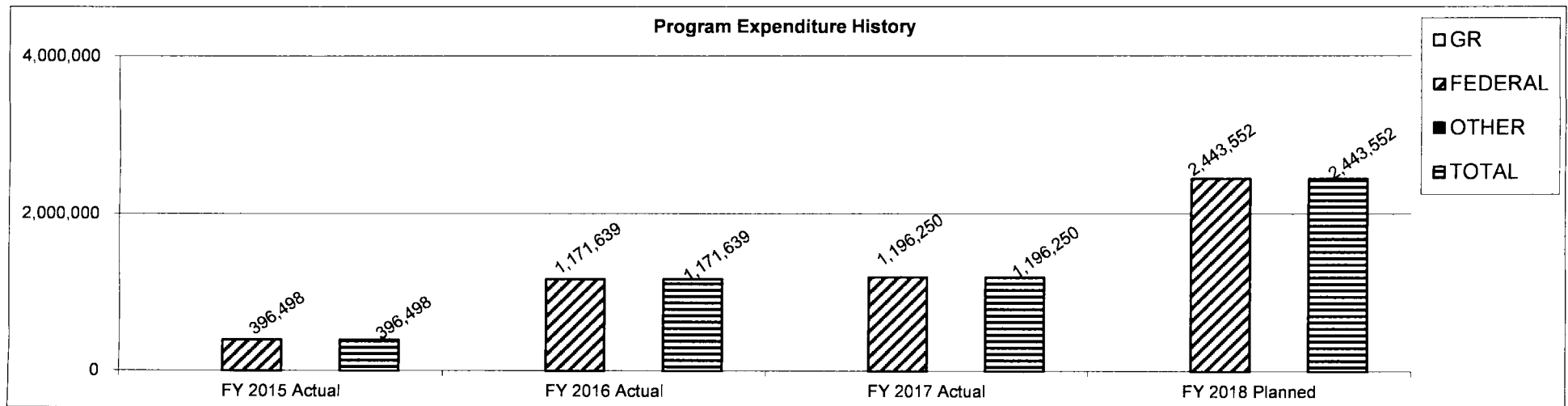
### 3. Are there federal matching requirements? If yes, please explain.

Some federal grants require a state match. State matches are paid from the grantee Division's budget. The percentage of required state match depends on the grant.

### 4. Is this a federally mandated program? If yes, please explain.

No.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2018 expenditures is net of reserves.

## PROGRAM DESCRIPTION

Department: Social Services

HB Section:

11.010

Program Name: Federal Grants and Donations

Program is found in the following core budget(s): Federal Grants and Donations

**6. What are the sources of the "Other " funds?**

Family Services Donation Fund (0167)

**7a. Provide an effectiveness measure.**

Effectiveness is measured in the division or program using the funds.

**7b. Provide an efficiency measure.**

Efficiency is measured in the division or program using the funds.

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A



# **Human Resource Center**

# CORE DECISION ITEM

Department: Social Services  
Division: Office of Director  
Core: Human Resource Center

Budget Unit: 88742C  
HB Section: 11.015

## 1. CORE FINANCIAL SUMMARY

FY 2019 Budget Request						FY 2019 Governor's Recommendation					
	GR	Federal	Other	Total	E		GR	Federal	Other	Total	E
PS	266,353	201,836		468,189		PS				0	
EE	11,036	29,749		40,785		EE				0	
PSD						PSD				0	
TRF						TRF					
Total	277,389	231,585		508,974		Total	0	0	0	0	
FTE	5.80	4.72		10.52		FTE				0.00	
Est. Fringe	141,677	110,865	0	252,542		Est. Fringe	0	0	0	0	
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.						Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					

Other Funds: N/A

Other Funds:

## 2. CORE DESCRIPTION

This appropriation provides core funding for the Human Resource Center (HRC). HRC is charged by the Department of Social Services (DSS) to plan, develop and implement a statewide human resource program giving direction and coordination to all divisions within the department.

## 3. PROGRAM LISTING (list programs included in this core funding)

Human Resource Center

# CORE DECISION ITEM

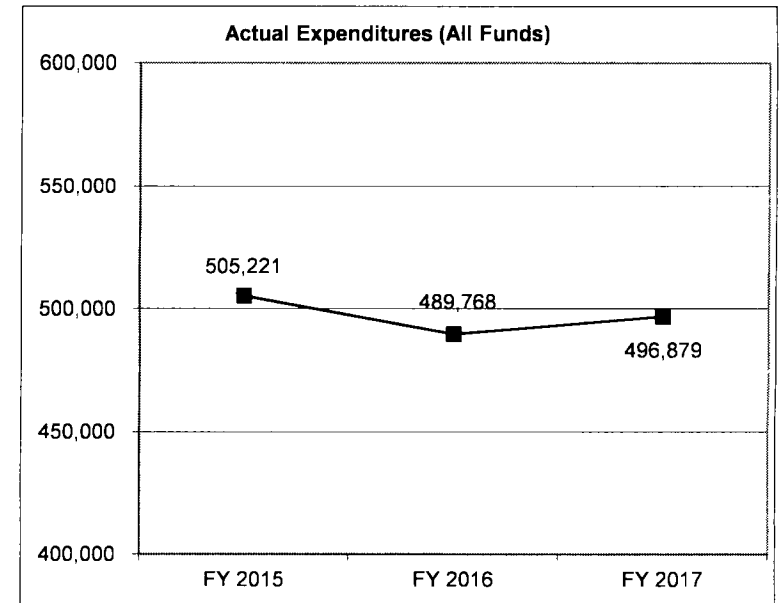
Department: Social Services  
Division: Office of Director  
Core: Human Resource Center

Budget Unit: 88742C

HB Section: 11.015

## 4. FINANCIAL HISTORY

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Current Yr.
Appropriation (All Funds)	520,757	499,794	508,974	508,974
Less Reverted (All Funds)	(8,642)	(8,165)	(8,322)	(8,322)
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	512,115	491,629	500,652	500,652
Actual Expenditures (All Funds)	505,221	489,768	496,879	N/A
Unexpended (All Funds)	6,894	1,861	3,773	N/A
Unexpended, by Fund:				
General Revenue	0	6	5	N/A
Federal	6,894	1,855	3,768	N/A
Other	0	0	0	N/A
	(1)	(2)	(3)	



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

### NOTES:

(1) FY15 - \$5,515 federal fund agency reserve for authority in excess of cash. Core reduction 2% Professional Services of \$22 GR.

(2) FY16 - \$1,852 federal fund agency reserves due to federal side of 6% GR cut. \$17,372 general revenue core reduction.

(3) FY17 - \$1,852 in federal fund agency reserve due to federal side of 6% GR cut in FY16.

## CORE RECONCILIATION DETAIL

### DEPARTMENT OF SOCIAL SERVICES HUMAN RESOURCE CENTER

#### 5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>								
		PS	10.52	266,353	201,836	0	468,189	
		EE	0.00	11,036	29,749	0	40,785	
		<b>Total</b>	<b>10.52</b>	<b>277,389</b>	<b>231,585</b>	<b>0</b>	<b>508,974</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>								
Core Reallocation	177 9948	PS	(0.00)	0	0	0	(0)	
Core Reallocation	177 2996	PS	0.00	0	0	0	0	
<b>NET DEPARTMENT CHANGES</b>			<b>(0.00)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>DEPARTMENT CORE REQUEST</b>								
		PS	10.52	266,353	201,836	0	468,189	
		EE	0.00	11,036	29,749	0	40,785	
		<b>Total</b>	<b>10.52</b>	<b>277,389</b>	<b>231,585</b>	<b>0</b>	<b>508,974</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>								
		PS	10.52	266,353	201,836	0	468,189	
		EE	0.00	11,036	29,749	0	40,785	
		<b>Total</b>	<b>10.52</b>	<b>277,389</b>	<b>231,585</b>	<b>0</b>	<b>508,974</b>	

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>HUMAN RESOURCE CENTER</b>								
<b>CORE</b>								
PERSONAL SERVICES								
GENERAL REVENUE	258,356	4.99	266,353	5.80	266,353	5.80	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	198,996	3.82	201,836	4.72	201,836	4.72	0	0.00
TOTAL - PS	457,352	8.81	468,189	10.52	468,189	10.52	0	0.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	10,706	0.00	11,036	0.00	11,036	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	28,821	0.00	29,749	0.00	29,749	0.00	0	0.00
TOTAL - EE	39,527	0.00	40,785	0.00	40,785	0.00	0	0.00
<b>TOTAL</b>	<b>496,879</b>	<b>8.81</b>	<b>508,974</b>	<b>10.52</b>	<b>508,974</b>	<b>10.52</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$496,879</b>	<b>8.81</b>	<b>\$508,974</b>	<b>10.52</b>	<b>\$508,974</b>	<b>10.52</b>	<b>\$0</b>	<b>0.00</b>

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# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>HUMAN RESOURCE CENTER</b>								
<b>CORE</b>								
ADMIN OFFICE SUPPORT ASSISTANT	33,352	0.96	24,590	1.03	28,665	1.09	0	0.00
SR OFFICE SUPPORT ASSISTANT	5,185	0.20	12,848	0.82	12,848	0.82	0	0.00
PERSONNEL OFFICER	45,949	1.00	44,149	1.49	44,149	1.50	0	0.00
HUMAN RELATIONS OFCR I	62,309	1.57	79,057	2.00	78,173	2.00	0	0.00
HUMAN RELATIONS OFCR II	42,703	1.00	42,779	1.00	42,779	1.00	0	0.00
PERSONNEL ANAL II	41,151	1.00	41,005	1.00	41,005	1.00	0	0.00
HUMAN RESOURCES MGR B1	4,664	0.08	4,627	0.08	4,627	0.11	0	0.00
HUMAN RESOURCES MGR B2	139,194	2.00	133,286	2.00	133,286	2.00	0	0.00
HUMAN RESOURCES MGR B3	82,588	1.00	82,657	1.00	82,657	1.00	0	0.00
LEGAL COUNSEL	0	0.00	2,729	0.09	0	(0.00)	0	0.00
MISCELLANEOUS PROFESSIONAL	257	0.00	462	0.01	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>457,352</b>	<b>8.81</b>	<b>468,189</b>	<b>10.52</b>	<b>468,189</b>	<b>10.52</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	3,546	0.00	1,676	0.00	1,886	0.00	0	0.00
SUPPLIES	16,607	0.00	16,733	0.00	16,733	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	6,605	0.00	3,923	0.00	3,923	0.00	0	0.00
COMMUNICATION SERV & SUPP	8,200	0.00	9,455	0.00	9,455	0.00	0	0.00
PROFESSIONAL SERVICES	3,271	0.00	3,456	0.00	3,456	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	22	0.00	508	0.00	508	0.00	0	0.00
M&R SERVICES	373	0.00	1,486	0.00	977	0.00	0	0.00
OFFICE EQUIPMENT	574	0.00	3,338	0.00	3,338	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	10	0.00	0	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	10	0.00	0	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	329	0.00	10	0.00	329	0.00	0	0.00
MISCELLANEOUS EXPENSES	0	0.00	180	0.00	180	0.00	0	0.00
<b>TOTAL - EE</b>	<b>39,527</b>	<b>0.00</b>	<b>40,785</b>	<b>0.00</b>	<b>40,785</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$496,879</b>	<b>8.81</b>	<b>\$508,974</b>	<b>10.52</b>	<b>\$508,974</b>	<b>10.52</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$269,062</b>	<b>4.99</b>	<b>\$277,389</b>	<b>5.80</b>	<b>\$277,389</b>	<b>5.80</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$227,817</b>	<b>3.82</b>	<b>\$231,585</b>	<b>4.72</b>	<b>\$231,585</b>	<b>4.72</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>		<b>0.00</b>

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section:**

**11.015**

**Program Name: Human Resource Center**

**Program is found in the following core budget(s): Human Resource Center**

### 1a. What strategic priority does this program address?

Effective human resource management oversight

### 1b. What does this program do?

The Human Resource Center plans, develops and implements statewide human resource programs; providing leadership, direction and coordination of related services and support to all divisions.

The quality and level of services provided to the public through Department of Social Services (DSS) programs are directly affected by the performance of each division's employees. The service and support functions provided by the Human Resource Center (HRC) are necessary to maintain a qualified and productive workforce and ensure compliance with applicable state and federal law. HRC's mission is to serve the divisions in a timely and responsible manner through training, guidance, and assistance, thus contributing to the retention and continuing development of a productive and harmonious workforce.

To assist the divisions in meeting their programmatic goals, HRC provides training, interpretive and technical assistance to staff ensuring personnel decisions are made and actions are taken within relevant guidelines including merit system rules and regulations, state and federal employment laws, state and federal civil rights laws, and administrative policies and procedures. HRC uses its resources to:

- assure the department's compliance with state personnel law (merit system) and serve as liaison with the Office of Administration's Division of Personnel;
- administer personnel functions of employment, termination, promotion, compensation, performance appraisal, discipline and related activities directly for the MO HealthNet Division, Director's Office, and the support divisions and indirectly for the remaining divisions;
- provide advice, training, and consultation to staff to assure consistency among divisions and fair and equitable treatment of employees;
- maintain a high standard of case preparation and presentation of employee disciplinary actions before the Administrative Hearing Commission;
- provide representation of DSS before administrative bodies and court tribunals on personnel related issues;
- develop and provide training to all staff in areas such as new employee orientation, prevention of harassment, workplace diversity, unlawful discrimination, labor relations, customer service, and employee and management development;
- assure department compliance with federal and state laws relating to equal employment opportunity, affirmative action, and provision of services;
- investigate allegations of unlawful discrimination and harassment of DSS employees and clients;
- assist/coordinate workplace accommodations for employees pursuant to federal and state laws and departmental policies;
- provide technical assistance regarding civil rights, employment law and human resource issues to department and division personnel;
- serve as liaison for civil rights issues with other governmental agencies such as Equal Employment Opportunity Commission (EEOC), Missouri Commission on Human Rights (MCHR), United States Department of Agriculture (USDA), and Health and Human Services (HHS);
- provide technical assistance on civil rights issues to DSS vendors and service recipients;
- develop and provide assistance in the implementation of a department Workforce Diversity Plan and Program;
- work with management on organizational change/development issues;
- improve management/employee relations through fair and timely conflict resolution procedures including grievance mediation and management reviews;
- maintain and continue to enhance the Department's learning management system -- Employee Learning Center;
- maintain grievance, discipline, retention and employment analysis system to assist managers in identification of problem areas and staff needs;

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section:**

**11.015**

**Program Name: Human Resource Center**

**Program is found in the following core budget(s): Human Resource Center**

- coordinate/assist in labor/management relations;
- coordinate and administer departmental employee award and recognition programs, unemployment benefits, workers' compensation claims and recruitment
- develop and maintain an employment information website for DSS employees and the public; and
- maintain official personnel records in a confidential and secure manner and receive and process fingerprint checks for DSS applicants, volunteers, interns, and contractors, when applicable.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

State Statute: RSMo. 660.010

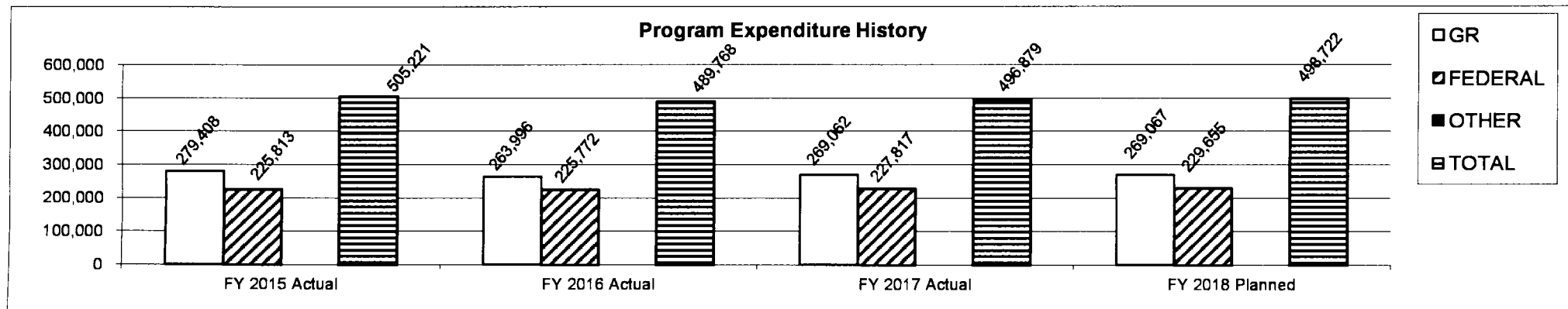
**3. Are there federal matching requirements? If yes, please explain.**

There is no matching requirement. However, expenditures are allocated across the department based on FTE counts and charged to corresponding grants.

**4. Is this a federally mandated program? If yes, please explain.**

N/A

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Planned FY 2018 expenditures are net of reserves and reverted.



## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section:**

**11.015**

**Program Name: Human Resource Center**

**Program is found in the following core budget(s): Human Resource Center**

**6. What are the sources of the "Other " funds?**

N/A

**7a. Provide an effectiveness measure.**

SFY	Number of Times the Employment Information Website is Accessed	
	Projected	Actual
2015	900,000	901,139
2016	900,000	911,117
2017	900,000	927,764
2018	930,000	
2019	930,000	
2020	930,000	

SFY	Number of Employees Participating in Employment-Related Training		Percent of New Employees Attending Orientation, Sexual Harassment and Diversity Sessions	
	Projected	Actual*	Projected	Actual
2015	7,000	7,129	99%	99%
2016	7,000	7,253	99%	99%
2017	7,000	6,645	99%	99%
2018	7,000		99%	
2019	7,000		99%	
2020	7,000		99%	

\*Employees may receive more than one training class.

**7b. Provide an efficiency measure**

N/A

**7c. Provide the number of clients/individuals served, if applicable.**

SFY	Number of DSS Employees*	
	Projected	Actual
2015	7,200	7,055
2016	7,100**	6,795
2017	6,900**	6,759
2018	6,900**	
2019	6,900**	
2020	6,900**	

\*Number of employees employed as of June 30.

\*\*The projection has been lowered based on the number of DSS employees in 2016 and 2017.

## PROGRAM DESCRIPTION

Department: Social Services

HB Section:

11.015

Program Name: Human Resource Center

Program is found in the following core budget(s): Human Resource Center

7d. Provide a customer satisfaction measure, if available.

SFY	Training Evaluation Rating Averages*	
	Projected	Actual
2015	4.41	4.62
2016	4.41	4.64
2017	4.50	4.65
2018	4.50	
2019	4.50	
2020	4.50	

\*Average based on scale of 1 to 5 with 5 being the best.

# **Missouri Medicaid Audit & Compliance**

## CORE DECISION ITEM

**Department: Social Services**  
**Division: Office of Director**  
**Core: MO Medicaid Audit & Compliance (MMAC)**

**Budget Unit: 90043C**  
**HB Section: 11.020**

### 1. CORE FINANCIAL SUMMARY

FY 2019 Budget Request					FY 2019 Governor's Recommendation						
	GR	Federal	Other	Total	E		GR	Federal	Other	Total	E
PS	1,190,957	1,614,302	0	2,805,259		PS				0	
EE	185,578	860,039	133,587	1,179,204		EE				0	
PSD						PSD				0	
TRF						TRF					
Total	1,376,535	2,474,341	133,587	3,984,463		Total	0	0	0	0	
FTE	32.05	41.00	0.00	73.05		FTE				0.00	
Est. Fringe	699,470	921,756	0	1,621,225		Est. Fringe	0	0	0	0	
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.						Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					

Other Funds: Recovery Audit and Compliance Fund (0974)  
 Medicaid Provider Enrollment Fund (0990)

Other Funds:

### 2. CORE DESCRIPTION

The mission of Missouri Medicaid Audit & Compliance (MMAC) is to enhance the integrity of the state Medicaid program by preventing and detecting fraudulent, abusive and wasteful practices within the program and recovering improperly expended funds while promoting high quality patient care. This unit works to reduce costs, increase efficiency of provider monitoring and assist providers with compliance. Executive initiatives include a disclosure protocol for providers to report and refund payments identified by providers as having been received in error and identification of program weaknesses through MMAC's audit, investigation, data mining or compliance activities that uncover fraud or services which fail to meet recognized business, financial or professional standards. MMAC also protects the integrity of the Medicaid program by enrolling providers through a rigorous screening process. MMAC also has cooperative agreements with the Departments of Health and Senior Services and Mental Health to enhance the integrity of the waiver programs through the same processes. MMAC is dedicated to preserving and protecting the Medicaid program for those in need and to safeguard the state's taxpayers from fraud and abuse of Medicaid.

### 3. PROGRAM LISTING (list programs included in this core funding)

MO Medicaid Audit and Compliance

# CORE DECISION ITEM

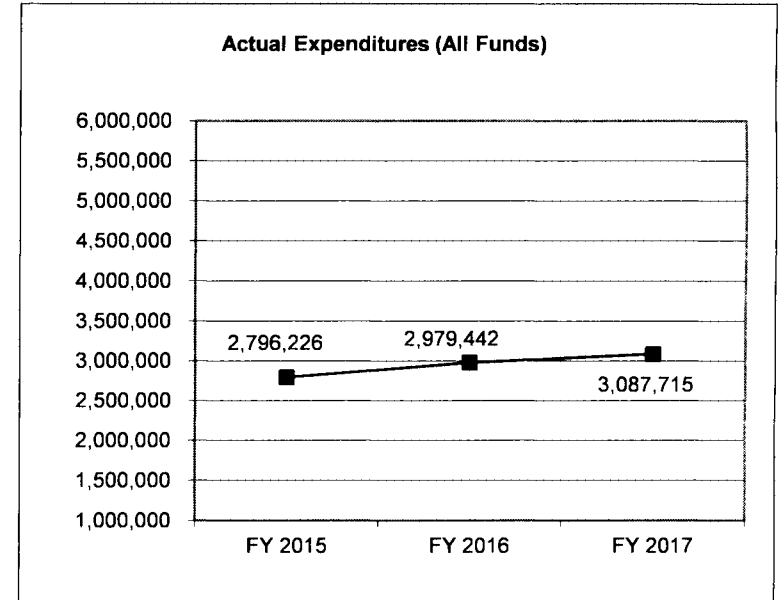
Department: Social Services  
Division: Office of Director  
Core: MO Medicaid Audit & Compliance (MMAC)

Budget Unit: 90043C

HB Section: 11.020

## 4. FINANCIAL HISTORY

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Current Yr.
Appropriation (All Funds)	4,331,084	3,912,589	3,984,463	3,984,463
Less Reverted (All Funds)	(42,382)	(40,089)	(41,296)	(41,296)
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	4,288,702	3,872,500	3,943,167	3,943,167
Actual Expenditures (All Funds)	2,796,226	2,979,442	3,087,715	N/A
Unexpended (All Funds)	1,492,476	893,058	855,452	N/A
Unexpended, by Fund:				
General Revenue	82,895	12	32,018	N/A
Federal	1,165,463	809,450	741,347	N/A
Other	244,118	83,596	82,087	N/A
	(1)	(2)	(3)	



**Reverted includes the statutory three- percent reserve (when applicable).**

Restricted includes any Governor's Expenditure Restriction (when applicable).

### NOTES:

(1) FY15 federal fund agency reserve of \$851,000 due to excess authority. Core reallocation to Systems Management \$1,087,936 (\$305,468 GR and \$782,468 FF). Core reduction 2% of Professional Services of \$269 GR.

(2) FY16 agency reserves of \$82,027 Recovery Audit and Compliance Fund (0974) due to excess authority. Agency reserves of \$711,845 federal funds due to excess authority and federal side of 6% cut in FY16. Core reduction \$438,576 (\$85,296 GR and \$353,271 OT(0974)) and 9.45 FTE.

(3) FY17 agency reserves of \$82,027 Recovery Audit and Compliance Fund (0974) due to excess authority. Agency reserves of \$151,296 federal funds due to excess authority and federal side of 6% cut in FY16.

## CORE RECONCILIATION DETAIL

### DEPARTMENT OF SOCIAL SERVICES MO MEDICAID AUDIT & COMPLIANCE

#### 5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>									
			PS	73.05	1,190,957	1,614,302	0	2,805,259	
			EE	0.00	185,578	860,039	133,587	1,179,204	
			<b>Total</b>	<b>73.05</b>	<b>1,376,535</b>	<b>2,474,341</b>	<b>133,587</b>	<b>3,984,463</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>									
Core Reallocation	190	8028	PS	0.00	0	0	0	(0)	
Core Reallocation	190	7963	PS	0.00	0	0	0	0	
<b>NET DEPARTMENT CHANGES</b>				<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	
<b>DEPARTMENT CORE REQUEST</b>									
			PS	73.05	1,190,957	1,614,302	0	2,805,259	
			EE	0.00	185,578	860,039	133,587	1,179,204	
			<b>Total</b>	<b>73.05</b>	<b>1,376,535</b>	<b>2,474,341</b>	<b>133,587</b>	<b>3,984,463</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>									
			PS	73.05	1,190,957	1,614,302	0	2,805,259	
			EE	0.00	185,578	860,039	133,587	1,179,204	
			<b>Total</b>	<b>73.05</b>	<b>1,376,535</b>	<b>2,474,341</b>	<b>133,587</b>	<b>3,984,463</b>	

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>MO MEDICAID AUDIT &amp; COMPLIANCE</b>								
<b>CORE</b>								
PERSONAL SERVICES								
GENERAL REVENUE	1,155,229	29.20	1,190,957	32.05	1,190,957	32.05	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	1,613,400	40.77	1,614,302	41.00	1,614,302	41.00	0	0.00
TOTAL - PS	2,768,629	69.97	2,805,259	73.05	2,805,259	73.05	0	0.00
EXPENSE & EQUIPMENT								
GENERAL REVENUE	147,992	0.00	185,578	0.00	185,578	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	119,594	0.00	860,039	0.00	860,039	0.00	0	0.00
RECOVERY AUDIT AND COMPLIANCE	0	0.00	82,087	0.00	82,087	0.00	0	0.00
MEDICAID PROVIDER ENROLLMENT	51,500	0.00	51,500	0.00	51,500	0.00	0	0.00
TOTAL - EE	319,086	0.00	1,179,204	0.00	1,179,204	0.00	0	0.00
<b>TOTAL</b>	<b>3,087,715</b>	<b>69.97</b>	<b>3,984,463</b>	<b>73.05</b>	<b>3,984,463</b>	<b>73.05</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$3,087,715</b>	<b>69.97</b>	<b>\$3,984,463</b>	<b>73.05</b>	<b>\$3,984,463</b>	<b>73.05</b>	<b>\$0</b>	<b>0.00</b>

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# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>MO MEDICAID AUDIT &amp; COMPLIANCE</b>								
<b>CORE</b>								
ADMIN OFFICE SUPPORT ASSISTANT	61,306	2.00	62,268	1.79	61,306	2.00	0	0.00
SR OFFICE SUPPORT ASSISTANT	48,636	1.86	51,705	1.96	51,705	1.96	0	0.00
AUDITOR II	39,423	1.00	33,787	0.88	33,787	0.88	0	0.00
ACCOUNTANT I	31,582	1.00	31,604	1.00	31,604	1.00	0	0.00
EXECUTIVE I	30,887	0.99	31,608	0.60	30,887	0.99	0	0.00
MANAGEMENT ANALYSIS SPEC II	42,745	1.00	42,780	1.00	42,780	1.00	0	0.00
ADMINISTRATIVE ANAL I	52,951	1.58	35,643	1.02	0	0.00	0	0.00
ADMINISTRATIVE ANAL II	49,966	1.41	65,619	2.00	65,619	2.00	0	0.00
REGISTERED NURSE SENIOR	221,318	4.66	221,501	4.67	221,501	4.67	0	0.00
REGISTERED NURSE - CLIN OPERS	53,620	1.00	53,660	1.00	53,660	1.00	0	0.00
PROGRAM DEVELOPMENT SPEC	41,150	1.00	41,184	0.99	41,184	0.99	0	0.00
INVESTIGATOR II	255,536	6.00	231,419	6.00	231,419	6.00	0	0.00
INVESTIGATOR III	47,829	1.00	47,868	1.00	47,868	1.00	0	0.00
CORRESPONDENCE & INFO SPEC I	72,505	2.00	72,564	2.00	72,564	2.00	0	0.00
MEDICAID CLERK	314,249	10.87	284,817	11.00	284,817	11.00	0	0.00
MEDICAID TECHNICIAN	149,607	4.50	127,211	5.00	151,211	5.00	0	0.00
MEDICAID SPEC	716,014	18.52	835,334	21.54	836,988	21.81	0	0.00
MEDICAID UNIT SPV	184,324	3.83	192,156	4.00	192,156	4.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B1	46,834	1.00	46,056	1.00	46,056	1.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B2	4	0.00	0	0.00	0	0.00	0	0.00
INVESTIGATION MGR B1	53,093	1.00	53,136	1.00	53,136	1.00	0	0.00
REGISTERED NURSE MANAGER B2	61,977	1.00	62,028	1.00	62,028	1.00	0	0.00
SOCIAL SERVICES MGR, BAND 1	55,323	1.00	55,164	1.00	55,164	1.00	0	0.00
DESIGNATED PRINCIPAL ASST DEPT	85,023	1.00	85,092	1.00	85,092	1.00	0	0.00
LEGAL COUNSEL	52,727	0.75	41,055	0.59	52,727	0.75	0	0.00
SPECIAL ASST PROFESSIONAL	0	0.00	0	0.01	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>2,768,629</b>	<b>69.97</b>	<b>2,805,259</b>	<b>73.05</b>	<b>2,805,259</b>	<b>73.05</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	30,842	0.00	38,939	0.00	38,939	0.00	0	0.00
TRAVEL, OUT-OF-STATE	841	0.00	687	0.00	687	0.00	0	0.00
SUPPLIES	108,725	0.00	53,000	0.00	106,298	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	5,347	0.00	8,073	0.00	8,073	0.00	0	0.00
COMMUNICATION SERV & SUPP	35,048	0.00	29,641	0.00	29,641	0.00	0	0.00



# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>MO MEDICAID AUDIT &amp; COMPLIANCE</b>								
<b>CORE</b>								
PROFESSIONAL SERVICES	116,383	0.00	782,963	0.00	862,963	0.00	0	0.00
M&R SERVICES	16,135	0.00	213,172	0.00	79,411	0.00	0	0.00
OFFICE EQUIPMENT	2,630	0.00	50,108	0.00	50,108	0.00	0	0.00
OTHER EQUIPMENT	1,232	0.00	75	0.00	1,257	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	719	0.00	0	0.00	0	0.00
MISCELLANEOUS EXPENSES	1,903	0.00	1,827	0.00	1,827	0.00	0	0.00
<b>TOTAL - EE</b>	<b>319,086</b>	<b>0.00</b>	<b>1,179,204</b>	<b>0.00</b>	<b>1,179,204</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$3,087,715</b>	<b>69.97</b>	<b>\$3,984,463</b>	<b>73.05</b>	<b>\$3,984,463</b>	<b>73.05</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$1,303,221</b>	<b>29.20</b>	<b>\$1,376,535</b>	<b>32.05</b>	<b>\$1,376,535</b>	<b>32.05</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$1,732,994</b>	<b>40.77</b>	<b>\$2,474,341</b>	<b>41.00</b>	<b>\$2,474,341</b>	<b>41.00</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$51,500</b>	<b>0.00</b>	<b>\$133,587</b>	<b>0.00</b>	<b>\$133,587</b>	<b>0.00</b>		<b>0.00</b>

## PROGRAM DESCRIPTION

**Department:** Social Services

**HB Section:** 11.020

**Program Name:** Office of Director

**Program is found in the following core budget(s):** MO Medicaid Audit & Compliance (MMAC)

### 1a. What strategic priority does this program address?

Monitor Medicaid providers for compliance

### 1b. What does this program do?

Missouri Medicaid Audit & Compliance (MMAC) enrolls Medicaid providers, and also is responsible for auditing and investigating those providers, and imposing sanctions when necessary. MMAC provides oversight and guidance for contracted services such as Electronic Health Records Incentive Payments, Credit Balance Audits, and CMS-driven audits. MMAC works closely with enrolled providers to ensure they receive necessary information regarding their program requirements.

The MMAC seeks to ensure appropriate amounts are paid to legitimate providers for appropriate and reasonable services provided to eligible participants. The unit monitors Medicaid program compliance by providers and participants. The unit conducts post-payment reviews of MO HealthNet claims to assure that appropriate payments are made and that providers are billing and providing services in accordance with federal and state regulations.

The MMAC determines what enforcement activities to pursue following unit audits and investigations. These enforcement activities range from education, demand of repayment, program suspension, closed-end agreements, prepayment review, participant lock-in, and referrals to the Attorney General's Office Medicaid Fraud Control Unit (MFCU).

MMAC maintains Medicaid enrollment files for approximately 58,000 health care providers that participate in the MO HealthNet fee-for-service (FFS) program. The Provider Enrollment Unit (PEU) processes new applications, updates the records of existing providers, and revalidates the enrollment information for each MO HealthNet provider at least every five years. Federal Regulations require screening of new applicants as well as monthly monitoring checks of current providers. The PEU focuses on maintaining current information on all enrolled providers and denying or terminating the enrollment of providers who are deemed ineligible or excludable from participating in the Medicaid program.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Federal law: Social Security Act Section 1902(a)(4), 1903(i)(2), and 1909; Federal regulations: 42 CFR, Part 455; State Regulation: 13 CSR 65-2.020

### 3. Are there federal matching requirements? If yes, please explain.

MMAC expenditures generally earn a 50% federal match, except that some personnel earn a 100% match. Expenditures related to the operation of the Medicaid Management Information System (MMIS) earn a 75% federal match. Staff resources employed in the implementation of the new Provider Enrollment - Case Management system earn a 90% federal match.

## PROGRAM DESCRIPTION

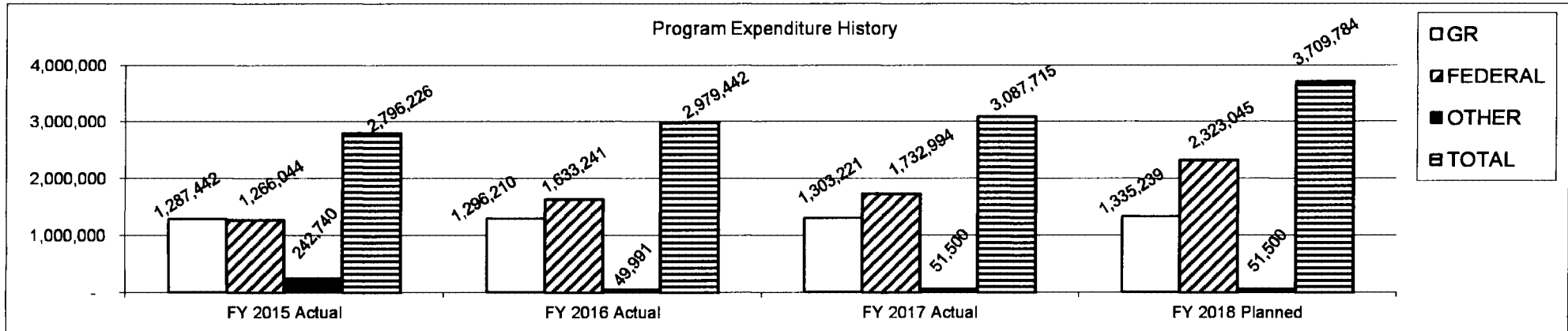
**Department:** Social Services  
**Program Name:** Office of Director  
**Program is found in the following core budget(s):** MO Medicaid Audit & Compliance (MMAC)

**HB Section:** 11.020

### 4. Is this a federally mandated program? If yes, please explain.

Yes. The Social Security Act requires states to report fraud and abuse information and have a method to verify whether services reimbursed by Medicaid were actually furnished to recipients.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2018 expenditures are net of reserves and reverted.

### 6. What are the sources of the "Other " funds?

Recovery Audit & Compliance Fund (0974)  
 Medicaid Provider Enrollment Fund (0990).

**PROGRAM DESCRIPTION**

**Department: Social Services**

**HB Section: 11.020**

**Program Name: Office of Director**

**Program is found in the following core budget(s): MO Medicaid Audit & Compliance (MMAC)**

**7a. Provide an effectiveness measure.**

SFY	Cost Avoidance		Fee For Service Audit Recoveries		Provider Terminations		Referrals to MFCU	
	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
FY2015	\$41,609,154	\$45,921,386	\$10,000,000	\$10,311,789	841	850	105	70
FY2016	\$41,609,154	\$41,746,552	\$13,271,967	\$9,840,716	860	899	96	52
FY2017	\$42,000,000	\$32,720,415	\$10,000,000	\$8,933,044	1,900	2,227	60	69
FY2018	\$42,000,000		\$10,000,000		2,500		70	
FY2019	\$42,000,000		\$10,000,000		2,500		70	
FY2020	\$42,000,000		\$10,000,000		2,500		70	

**7b. Provide an efficiency measure.**

SFY	Number of Fee For Service Audits		Number of Self Disclosures Processed		Case Hours		Number of Claims Reviewed	
	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
FY2015	2,344	3,759	981	2,636	24,705	21,653	224,189	161,308
FY2016	4,194	3,080	2,750	2,334	23,687	23,051	203,229	136,324
FY2017	3,100	3,131	3,000	3,244	23,500	19,266	197,000	126,729
FY2018	3,200		3,500		20,000		197,000	
FY2019	3,200		3,500		20,000		197,000	
FY2020	3,200		3,500		20,000		197,000	

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Systems Management**

# CORE DECISION ITEM

Department: Social Services  
Division: Office of Director  
Core: Systems Management

Budget Unit: 90040C  
HB Section: 11.025

## 1. CORE FINANCIAL SUMMARY

FY 2019 Budget Request						FY 2019 Governor's Recommendation					
	GR	Federal	Other	Total	E		GR	Federal	Other	Total	E
PS						PS					
EE	442,673	1,969,576		2,412,249		EE				0	
PSD						PSD					
TRF						TRF					
Total	442,673	1,969,576		2,412,249		Total	0	0		0	
FTE						FTE					
Est. Fringe	0	0	0	0		Est. Fringe	0	0	0	0	
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.						Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					

Other Funds: N/A

Other Funds:

## 2. CORE DESCRIPTION

This funding will support system changes that allow the state to remain in compliance with changing federal requirements for the screening and monitoring of enrolling Medicaid providers. In addition, systems management will be used to fully fund a new Program Integrity Solution, which combines the fraud and abuse detection system (FADS), the Surveillance and Utilization Review System (SURS), and a case management system. The case management component is new and allows for the consolidation of smaller, outdated and unsupported systems. The FADS and SURS components are the most up-to-date technologies for the purposes of efficient and thorough detection of provider and participant fraud and abuse, and enhanced capabilities for audit and investigation processes. The fraud and abuse detection application allows for data mining, identification of claims outliers, and query/reporting capabilities.

## 3. PROGRAM LISTING (list programs included in this core funding)

Systems Management

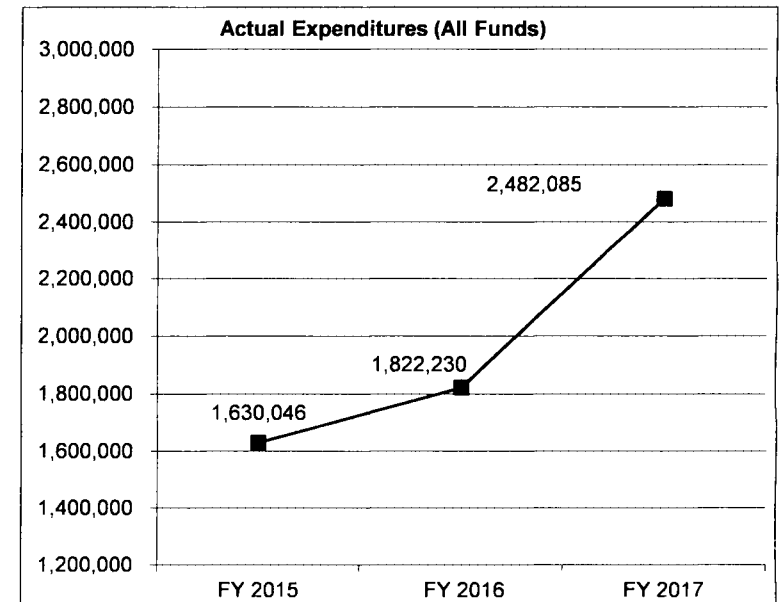
Department: Social Services  
Division: Office of Director  
Core: Systems Management

CORE DECISION ITEM

Budget Unit: 90040C  
HB Section: 11.025

4. FINANCIAL HISTORY

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Current Yr.
Appropriation (All Funds)	4,653,271	4,612,249	3,612,249	2,412,249
Less Reverted (All Funds)	(20,511)	(19,280)	(19,280)	(13,280)
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	4,632,760	4,592,969	3,592,969	2,398,969
Actual Expenditures (All Funds)	1,630,046	1,822,230	2,482,085	N/A
Unexpended (All Funds)	3,002,714	2,770,739	1,110,884	N/A
Unexpended, by Fund:				
General Revenue	263,742	228,857	90,246	N/A
Federal	2,738,972	2,541,882	1,020,638	N/A
Other	0	0	0	N/A
	(1)	(2)	(3)	(4)



Reverted includes the statutory three- percent reserve (when applicable).  
Restricted includes any Governor's Expenditure Restriction (when applicable).

NOTES:

(1) In FY 2015, \$2,200,000 FF placed in agency reserve due to excess authority. Reallocation from Case Management \$1,805,250 (\$316,250 GR and \$1,489,000 FF) and MMAC EE \$1,087,936 (\$305,468 GR and \$782,468 FF).

(2) In FY 2016, \$2,521,022 FF placed in agency reserve due to excess authority. Core reduction of \$41,022 GR.

(3) \$1,000,000 core reduction of excess federal authority. Agency reserve of \$1,000,000 due to excess authority.

(4) \$1,200,000 core reduction of excess authority (\$200,000 GR and \$1,000,000 FF).

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**CORE RECONCILIATION DETAIL**

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**DEPARTMENT OF SOCIAL SERVICES  
SYSTEMS MANAGEMENT**

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**5. CORE RECONCILIATION DETAIL**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>TAFP AFTER VETOES</b>							
	EE	0.00	442,673	1,969,576	0	2,412,249	
	<b>Total</b>	<b>0.00</b>	<b>442,673</b>	<b>1,969,576</b>	<b>0</b>	<b>2,412,249</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	442,673	1,969,576	0	2,412,249	
	<b>Total</b>	<b>0.00</b>	<b>442,673</b>	<b>1,969,576</b>	<b>0</b>	<b>2,412,249</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	442,673	1,969,576	0	2,412,249	
	<b>Total</b>	<b>0.00</b>	<b>442,673</b>	<b>1,969,576</b>	<b>0</b>	<b>2,412,249</b>	



## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>SYSTEMS MANAGEMENT</b>								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	533,147	0.00	442,673	0.00	442,673	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	1,948,938	0.00	1,969,576	0.00	1,969,576	0.00	0	0.00
TOTAL - EE	2,482,085	0.00	2,412,249	0.00	2,412,249	0.00	0	0.00
TOTAL	2,482,085	0.00	2,412,249	0.00	2,412,249	0.00	0	0.00
GRAND TOTAL	\$2,482,085	0.00	\$2,412,249	0.00	\$2,412,249	0.00	\$0	0.00

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# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>SYSTEMS MANAGEMENT</b>								
<b>CORE</b>								
PROFESSIONAL SERVICES	1,072,085	0.00	967,998	0.00	967,998	0.00	0	0.00
M&R SERVICES	1,410,000	0.00	1,418,751	0.00	1,418,751	0.00	0	0.00
COMPUTER EQUIPMENT	0	0.00	20,000	0.00	20,000	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	5,500	0.00	5,500	0.00	0	0.00
<b>TOTAL - EE</b>	<b>2,482,085</b>	<b>0.00</b>	<b>2,412,249</b>	<b>0.00</b>	<b>2,412,249</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$2,482,085</b>	<b>0.00</b>	<b>\$2,412,249</b>	<b>0.00</b>	<b>\$2,412,249</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$533,147	0.00	\$442,673	0.00	\$442,673	0.00		0.00
FEDERAL FUNDS	\$1,948,938	0.00	\$1,969,576	0.00	\$1,969,576	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department:** Social Services

**HB Section:**

**11.025**

**Program Name:** Office of Director

**Program is found in the following core budget(s):** Systems Management

### 1a. What strategic priority does this program address?

Technology to detect fraud/abuse

### 1b. What does this program do?

Systems Management is a combination of funding from Case Management, originally established for the acquisition of a Provider Enrollment and Case Management system, and the ongoing expenditures for a Fraud and Abuse Detection System (FADS), an operational need. A redesign of the approach partners case management with FADS. The components remain the same but are re-partnered to allow for a better pool of vendors with mature products. MMAC's Medicaid Provider Enrollment Unit is the centralized location for providers to enroll in the Medicaid program in order to provide services to Missouri Medicaid participants. The new enrollment system will interface with the Medicaid Management Information System (MMIS), responsible for processing Medicaid claims for enrolled providers. The FADS and case management allow for the most up-to-date technologies for purposes of program recipient and provider fraud and abuse detection.

For Title XIX purposes, "systems mechanization" and "mechanized claims processing and information retrieval systems" is identified in section 1903(a)(3) of the Act and defined in regulation at 42 CFR 433.111. The objectives of MMAC systems and enhancements include the Title XIX program control and administrative costs; service to participants, providers and inquiries; operations of claims control and computer capabilities; and management reporting for planning and control.

The web-based provider enrollment application will allow for changes in the Health Care industry and allow the State to be in compliance and proactive with forth coming requirements of electronic health records, mandatory exclusions database, and ownership and disclosure information of Medicaid providers.

The fraud and abuse detection application allows for data mining, claims outliers and query/reporting capabilities. MMAC utilizes these applications to monitor enrolled providers and Medicaid participants. The fraud and abuse application must be able to record time spent and costs associated with investigations, audits, and recoveries. In addition, the application must allow for real-time claims analysis to recognize improper payments, fraudulent practices or abusive billing practices.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Social Security Act, Section 1903 (a) (3); 42 CFR 43.111.

### 3. Are there federal matching requirements? If yes, please explain.

Public Law 92-603 was enacted in which Section 235 provided for 90-percent Federal financial participation (FFP) for design, development, or installation, and 75-percent FFP for operation of state mechanized claims processing and information retrieval systems approved by the Centers for Medicare and Medicaid Services. Implementing regulation, 45 CFR 250.90 and 42 CFR 433, subpart C.

## PROGRAM DESCRIPTION

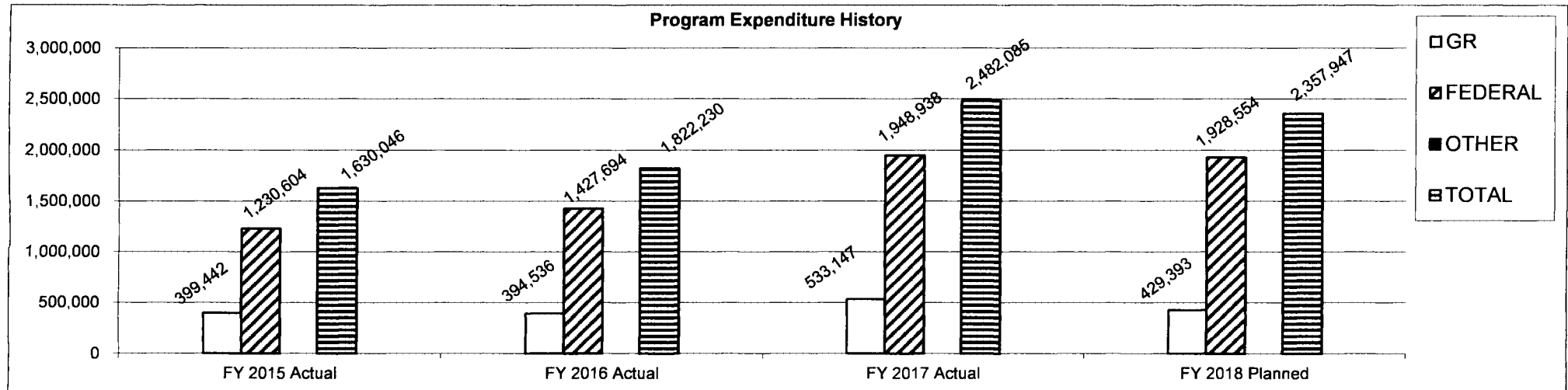
**Department:** Social Services  
**Program Name:** Office of Director  
**Program is found in the following core budget(s):** Systems Management

**HB Section:** 11.025

**4. Is this a federally mandated program? If yes, please explain.**

N/A

**5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



Planned FY 2018 expenditures are net of reserves and reverted.

**6. What are the sources of the "Other " funds?**

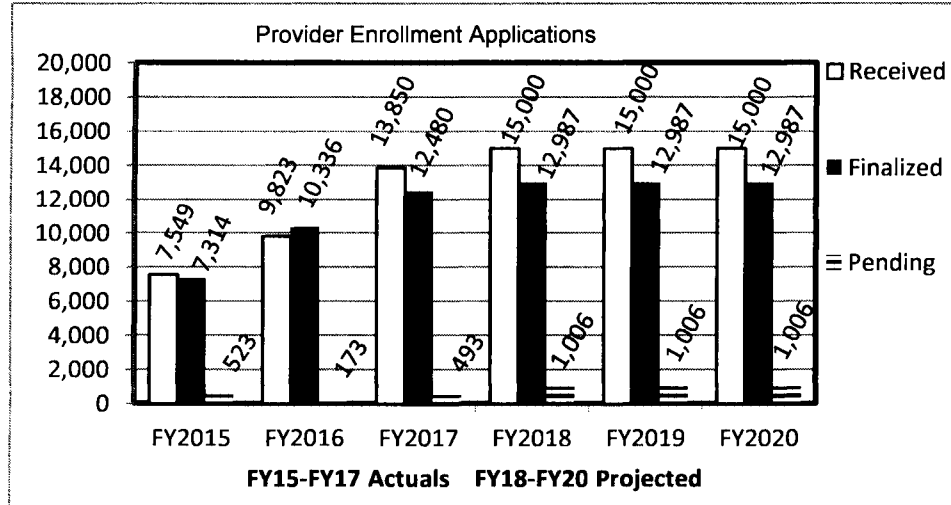
N/A

## PROGRAM DESCRIPTION

**Department:** Social Services  
**Program Name:** Office of Director  
**Program is found in the following core budget(s):** Systems Management

**HB Section:** 11.025

### 7a. Provide an effectiveness measure.



FADS			
Reports & Algorithms		Fee For Service Audit	
SFY	Reports Run	Avg. Number Algorithms per Month	Recoveries Based on Audits
FY2015	4,206	6.3	\$10,311,789
FY2016	2,274	5.5	\$9,840,716
FY2017	2,517	6.1	\$8,933,044
FY2018 Projected	2,520	6.1	\$9,000,000
FY2019 Projected	2,520	6.1	\$9,000,000
FY2020 Projected	2,520	6.1	\$9,000,000

The fraud and abuse system effectively creates and updates new algorithms and adhoc reports to identify trends, patterns and outliers of suspicious billing. A new contract will be awarded in early FY18 for an upgraded FADS as part of our Program Integrity Solution.

## PROGRAM DESCRIPTION

**Department:** Social Services  
**Program Name:** Office of Director  
**Program is found in the following core budget(s):** Systems Management

**HB Section:** 11.025

### 7b. Provide an efficiency measure.

Provider Enrollment				
SFY	Number of New Enrollments	Number of Updates Processed	Number of Applications Denied	Number of Revalidations Processed
FY2015	7,314	14,634	1,070	7
FY2016	10,336	16,949	1,012	4,048
FY2017	10,435	20,240	834	7,356
FY2018 Projected	13,000	23,400	1,500	11,000
FY2019 Projected	13,000	23,400	1,500	11,000
FY2020 Projected	13,000	23,400	1,500	11,000

The revalidation process started at the end of June 2015. As MMAC progresses to an automated enrollment solution, we will be able to measure the average time in process for more accurate efficiency measures.

FADS			
SFY	MFCU Referrals	Number of Provider Terminations	Number of Claims Reviewed
FY2015	70	850	161,308
FY2016	52	899	136,324
FY2017	69	2,237	197,000
FY18 Projected	69	2,237	197,000
FY19 Projected	69	2,237	197,000
FY20 Projected	69	2,237	197,000

As an interim solution to our Program Integrity Solution, MMAC currently has a contract with Lexis Nexis. Based on the provider screening services provided, the time taken to screen a provider has been greatly reduced resulting in an increase in the number of enrolled providers. In addition, we have been able to flag providers for termination, resulting in an increase in the number of terminations in FY17.

### 7c. Provide the number of clients/individuals served, if applicable.

There are over 58,000 enrolled fee for service providers who will utilize the new system.

### 7d. Provide a customer satisfaction measure, if available.

Enrollment process times will decrease, and a web-based provider portal will provide for two-way communication, increasing the level of customer service.

# **Recovery Audit Contract**

# CORE DECISION ITEM

Department: Social Services  
Division: Office of Director  
Core: Recovery Audit Contract

Budget Unit: 90045C  
HB Section: 11.030

## 1. CORE FINANCIAL SUMMARY

FY 2019 Budget Request					
	GR	Federal	Other	Total	E
PS					
EE			1,200,000	1,200,000	
PSD					
TRF					
Total			1,200,000	1,200,000	

FTE

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Recovery Audit and Compliance Fund (0974)

FY 2019 Governor's Recommendation					
	GR	Federal	Other	Total	E
PS					
EE				0	
PSD					
TRF					
Total			0	0	

FTE

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

Federal law requires states to contract with a Recovery Audit Contractor to identify and recoup Medicaid provider overpayments. This appropriation funds contractor contingency payments for overpayment recoveries. DSS received a 2 year waiver (exemption) from CMS for RAC services. This waiver covers calendar years 2016 and 2017. The waiver means that Missouri will not be required to have a RAC so long as certain provisions are met. In the request, the provisions included MMAC continuing to provide audit and investigation services for the state as well as utilizing another contractor to complete credit balance audits of long term care facilities and hospitals. DSS requested a renewal/extension of the waiver (exemption) which is under CMS review. Should CMS deny the waiver; the department will enter into the bid process to enter into a contract with a RAC.

## 3. PROGRAM LISTING (list programs included in this core funding)

Recovery Audit Contract



# CORE DECISION ITEM

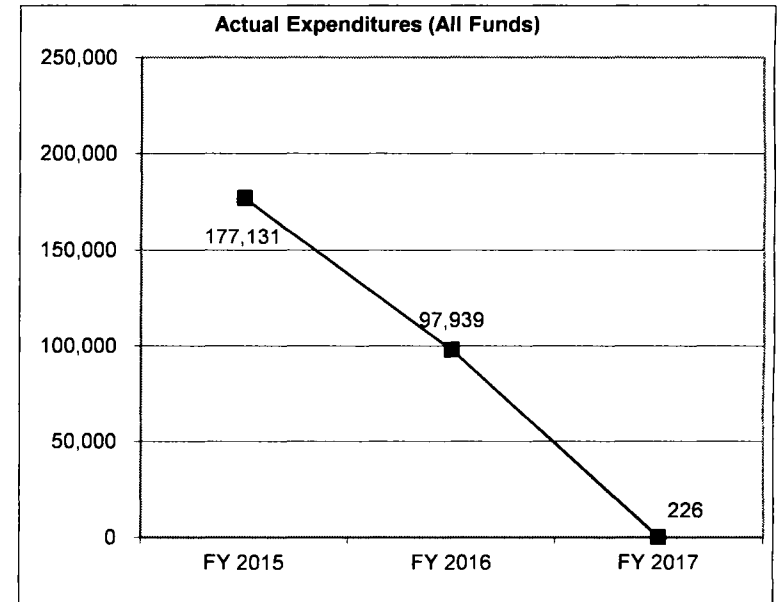
Department: Social Services  
Division: Office of Director  
Core: Recovery Audit Contract

Budget Unit: 90045C

HB Section: 11.030

## 4. FINANCIAL HISTORY

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Current Yr.
Appropriation (All Funds)	1,200,000	1,200,000	1,200,000	1,200,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	1,200,000	1,200,000	1,200,000	1,200,000
Actual Expenditures (All Funds)	177,131	97,939	226	N/A
Unexpended (All Funds)	1,022,869	1,102,061	1,199,774	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1,022,869	1,102,061	1,199,774	N/A
	(1)	(2)	(3)	



Reverted includes the statutory three- percent reserve (when applicable).  
Restricted includes any Governor's Expenditure Restriction (when applicable).

### NOTES:

- (1) FY15 budget authority based on recoveries received into the fund.
- (2) FY16 budget authority based on recoveries received into the fund.
- (3) FY17 budget authority based on recoveries received into the fund.

## CORE RECONCILIATION DETAIL

### DEPARTMENT OF SOCIAL SERVICES RECOVERY AUDIT & COMPL CONTRT

#### 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	0	1,200,000	1,200,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,200,000</b>	<b>1,200,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	0	1,200,000	1,200,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,200,000</b>	<b>1,200,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	0	1,200,000	1,200,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>1,200,000</b>	<b>1,200,000</b>	

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>RECOVERY AUDIT &amp; COMPL CONTRT</b>								
<b>CORE</b>								
EXPENSE & EQUIPMENT								
RECOVERY AUDIT AND COMPLIANCE	226	0.00	1,200,000	0.00	1,200,000	0.00	0	0.00
TOTAL - EE	226	0.00	1,200,000	0.00	1,200,000	0.00	0	0.00
<b>TOTAL</b>	<b>226</b>	<b>0.00</b>	<b>1,200,000</b>	<b>0.00</b>	<b>1,200,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$226</b>	<b>0.00</b>	<b>\$1,200,000</b>	<b>0.00</b>	<b>\$1,200,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

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# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
RECOVERY AUDIT & COMPL CONTRT								
CORE								
PROFESSIONAL SERVICES	226	0.00	1,200,000	0.00	1,200,000	0.00	0	0.00
TOTAL - EE	226	0.00	1,200,000	0.00	1,200,000	0.00	0	0.00
GRAND TOTAL	\$226	0.00	\$1,200,000	0.00	\$1,200,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$226	0.00	\$1,200,000	0.00	\$1,200,000	0.00		0.00

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.030**

**Program Name: Office of Director**

**Program is found in the following core budget(s): Recovery Audit Contract**

### 1a. What strategic priority does this program address?

Identify/recoup Medicaid provider overpayments

### 1b. What does this program do?

The federal government requires states to contract with a Recovery Audit Contractor (RAC) to identify and recoup Medicaid provider overpayments. State Medicaid programs may contract with one or more RACs to identify underpayments and overpayments and to recoup overpayments. Payments to Medicaid RACs are contingency-based and linked to overpayments the contracts identify. Missouri's RAC contract ended November 30, 2015. The Department of Social Services worked with the Office of Administration to issue two Requests for Proposals (RFPs) to execute a new contract. No bidders responded to either RFP. Following the lead of other states in the same circumstance, DSS submitted a State Plan Amendment (SPA) to request of waiver for the requirement for Medicaid state agencies to have a RAC contract. CMS granted the exemption and DSS requested an extension. The extension is currently undergoing CMS review.

Missouri Medicaid Audit and Compliance (MMAC) works with a contractor to verify recoupment and/or payments. Once 100% of the payment has been received for the audits conducted, an invoice is submitted by the contractor for the contingency fee percentage related to the amount of recoveries.

Contingency Fee Percentages

Total Amount of Overpayment Recoveries	Contingency Percentage of Total Overpayments Recovered
\$0 to \$10,000,000	12.0%
\$10,000,000.01 to \$20,000,000	9.5%
\$20,000,000.01 to \$50,000,000	8.0%
\$50,000,000.01 to \$60,000,000	9.0%
> \$60,000,000.01	12.0%

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 6411 of the Patient Protection and Affordable Care Act (PPACA; Public Law 111-148) and the Health Care and Education Reconciliation Act (HCERA; Public Law 111-152) and Section 1902 (a) (42) (B) (ii) (IV) (contractor) of the Social Security Act.

### 3. Are there federal matching requirements? If yes, please explain.

No.

## PROGRAM DESCRIPTION

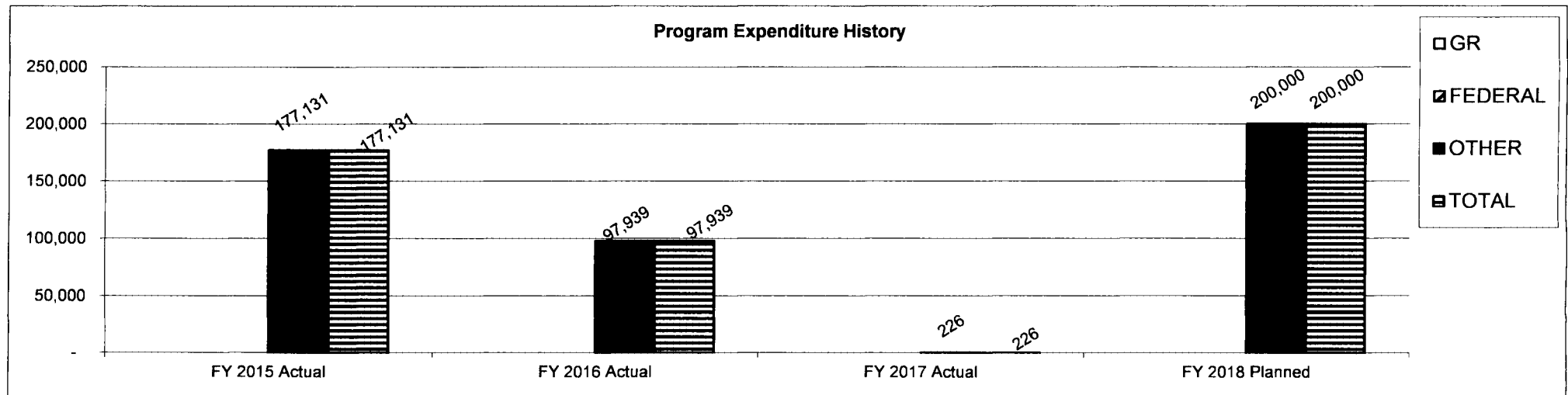
**Department:** Social Services  
**Program Name:** Office of Director  
**Program is found in the following core budget(s):** Recovery Audit Contract

**HB Section:** 11.030

### 4. Is this a federally mandated program? If yes, please explain.

Yes. States are required to contract to identify and recoup Medicaid provider overpayments.

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2018 expenditures are net of reserve.

## PROGRAM DESCRIPTION

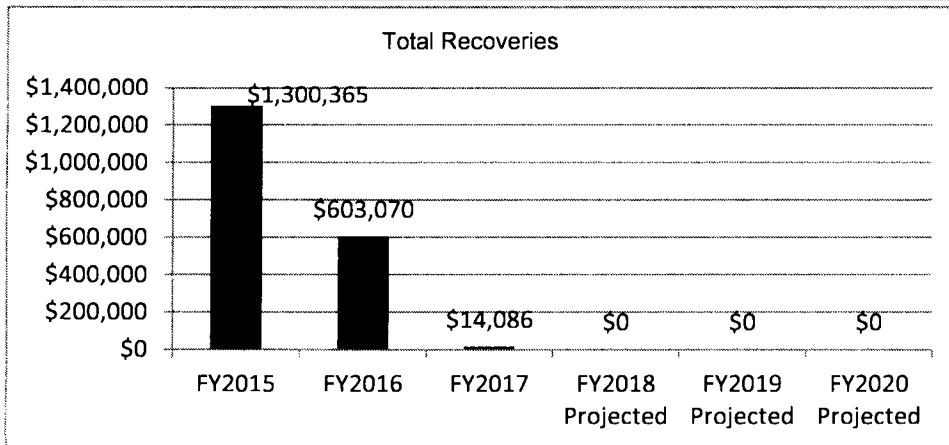
**Department:** Social Services  
**Program Name:** Office of Director  
**Program is found in the following core budget(s):** Recovery Audit Contract

**HB Section:** 11.030

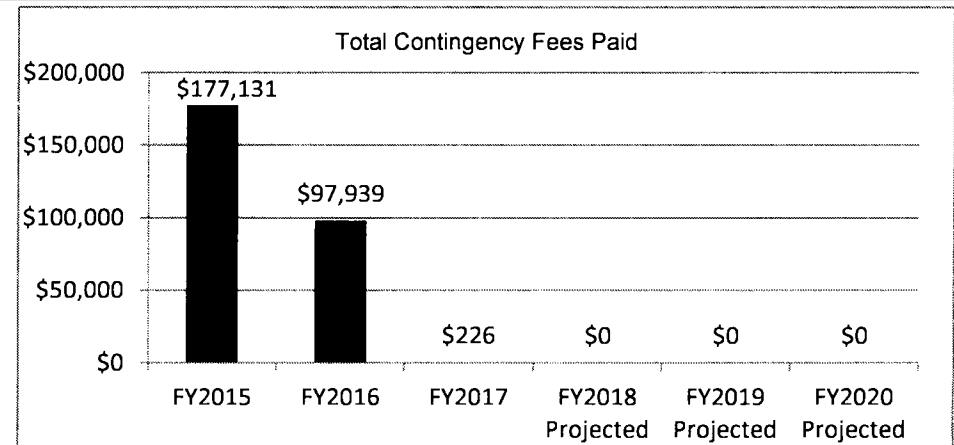
### 6. What are the sources of the "Other " funds?

Recovery Audit Fund (0974)

### 7a. Provide an effectiveness measure.



Measures include the total Credit Balance recoveries and Provider Audit recoveries. MMAC internal statistics (recoveries) and TPL recoveries offset the decline in these numbers.



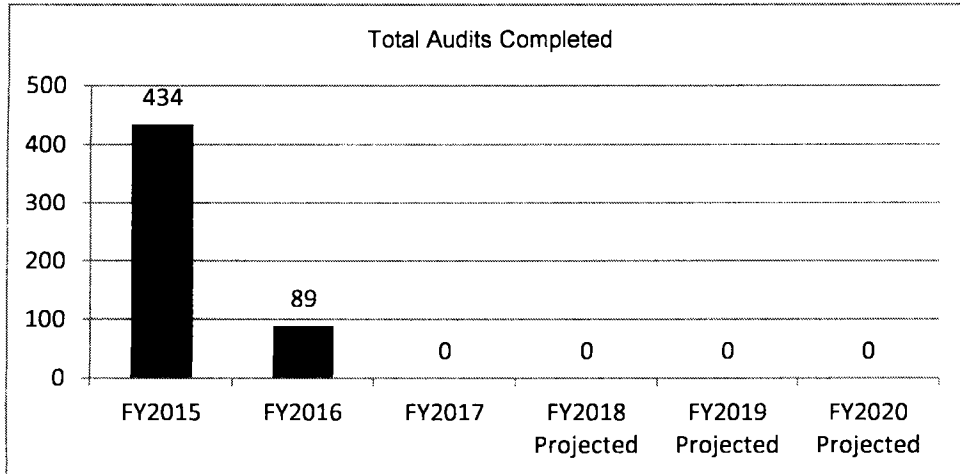
Contingency Fees Paid in FY2017 reflects invoices received July 2016 through April 2017. May 2017 and June 2017 invoices will be paid in FY2018.

## PROGRAM DESCRIPTION

**Department:** Social Services  
**Program Name:** Office of Director  
**Program is found in the following core budget(s):** Recovery Audit Contract

**HB Section:** 11.030

### 7b. Provide an efficiency measure.



Measure is the total number of Credit Balance audits and Provider audits completed.

### 7c. Provide the number of clients/individuals served, if applicable.

N/A

### 7d. Provide a customer satisfaction measure, if available.

N/A



# **Division of Finance and Administrative Services**

# CORE DECISION ITEM

Department: Social Services  
 Division: Finance and Administrative Services  
 Core: Division of Finance and Administrative Services

Budget Unit: 88815C  
 HB Section: 11.040

## 1. CORE FINANCIAL SUMMARY

FY 2019 Budget Request						FY 2019 Governor's Recommendation					
	GR	Federal	Other	Total	E		GR	Federal	Other	Total	E
PS	1,754,375	1,070,292	52,996	2,877,663		PS				0	
EE	375,468	170,113	1,200,317	1,745,898		EE				0	
PSD						PSD				0	
TRF						TRF					
Total	2,129,843	1,240,405	1,253,313	4,623,561		Total	0	0	0	0	
FTE	43.59	21.14	1.22	65.95		FTE				0.00	
Est. Fringe	991,298	545,935	28,901	1,566,135		Est. Fringe	0	0	0	0	
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.						Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					

Other Funds: Child Support Enforcement Collections Fund (0169)  
 DOSS Administrative Trust Fund (0545)

Other Funds:

## 2. CORE DESCRIPTION

The core funding for the Division of Finance and Administrative Services (DFAS) is responsible for providing centralized financial and administrative support to all Department of Social Services divisions. In addition, staff are responsible for the department's research and data management functions which are included in the DFAS core budget.

## 3. PROGRAM LISTING (list programs included in this core funding)

Division of Finance and Administrative Services

# CORE DECISION ITEM

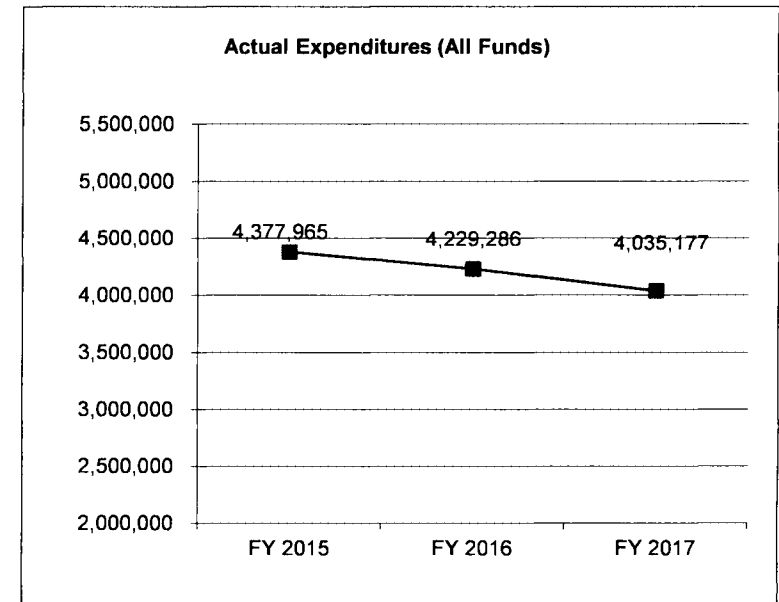
**Department: Social Services**  
**Division: Finance and Administrative Services**  
**Core: Division of Finance and Administrative Services**

**Budget Unit: 88815C**

**HB Section: 11.040**

## 4. FINANCIAL HISTORY

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Current Yr.
Appropriation (All Funds)	5,085,447	4,570,604	4,627,099	4,625,823
Less Reverted (All Funds)	(66,792)	(62,939)	(64,001)	(63,963)
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	5,018,655	4,507,665	4,563,098	4,561,860
Actual Expenditures (All Funds)	4,377,965	4,229,286	4,035,177	N/A
Unexpended (All Funds)	640,690	278,379	527,921	N/A
Unexpended, by Fund:				
General Revenue	(3)	(3)	(98)	N/A
Federal	134,442	85,883	209,800	N/A
Other	506,251	192,499	318,219	N/A
	(1)	(2)	(3)	(4)



Reverted includes the statutory three- percent reserve (when applicable).

Restricted includes any Governor's Expenditure Restriction (when applicable).

### NOTES:

**(1)** FY15 agency reserves of \$98,000 federal funds due to tuition reimbursement and agency reserve of \$317 other funds due to receipts to Admin. Trust. Core reduction \$12,513 of excess authority Child Support Enforcement fund (0169) and core reduction of 2% of Professional Services \$4,165 GR.

**(2)** FY16 agency reserves of \$188,415 other funds due to excess authority and \$12,216 federal funds due to the federal side of the 6% GR cut from FY16. Core reduction \$133,912 GR.

**(3)** FY17 agency reserves of \$223,466 other funds due to excess authority and agency reserves of \$41,803 federal funds due to federal side of the 6% GR cut from FY16.

**(4)** FY18 Core reduction of 6 FTE

## CORE RECONCILIATION DETAIL

### DEPARTMENT OF SOCIAL SERVICES FINANCE & ADMINISTRATIVE SRVS

#### 5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>									
			PS	66.00	1,756,637	1,070,292	52,996	2,879,925	
			EE	0.00	375,468	170,113	1,200,317	1,745,898	
			<b>Total</b>	<b>66.00</b>	<b>2,132,105</b>	<b>1,240,405</b>	<b>1,253,313</b>	<b>4,625,823</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>									
Transfer Out	982	3050	PS	(0.05)	(2,262)	0	0	(2,262)	Transfer to HB12 - Gov Office.
Core Reallocation	238	3115	PS	0.00	0	0	0	0	
Core Reallocation	238	3117	PS	0.00	0	0	0	0	
Core Reallocation	238	3113	PS	(0.00)	0	0	0	(0)	
Core Reallocation	238	3050	PS	0.00	0	0	0	(0)	
<b>NET DEPARTMENT CHANGES</b>				<b>(0.05)</b>	<b>(2,262)</b>	<b>0</b>	<b>0</b>	<b>(2,262)</b>	
<b>DEPARTMENT CORE REQUEST</b>									
			PS	65.95	1,754,375	1,070,292	52,996	2,877,663	
			EE	0.00	375,468	170,113	1,200,317	1,745,898	
			<b>Total</b>	<b>65.95</b>	<b>2,129,843</b>	<b>1,240,405</b>	<b>1,253,313</b>	<b>4,623,561</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>									
			PS	65.95	1,754,375	1,070,292	52,996	2,877,663	
			EE	0.00	375,468	170,113	1,200,317	1,745,898	
			<b>Total</b>	<b>65.95</b>	<b>2,129,843</b>	<b>1,240,405</b>	<b>1,253,313</b>	<b>4,623,561</b>	

# DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>FINANCE &amp; ADMINISTRATIVE SRVS</b>									
<b>CORE</b>									
PERSONAL SERVICES									
GENERAL REVENUE	1,705,274	36.87	1,756,637	43.64	1,754,375	43.59	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	887,079	19.30	1,070,292	21.14	1,070,292	21.14	0	0.00	
CHILD SUPPORT ENFORCEMENT FUND	29,758	0.61	48,847	1.12	48,847	1.12	0	0.00	
DOSS ADMINISTRATIVE TRUST	0	0.00	4,149	0.10	4,149	0.10	0	0.00	
TOTAL - PS	2,622,111	56.78	2,879,925	66.00	2,877,663	65.95	0	0.00	
EXPENSE & EQUIPMENT									
GENERAL REVENUE	364,204	0.00	375,468	0.00	375,468	0.00	0	0.00	
DEPT OF SOC SERV FEDERAL & OTH	143,526	0.00	170,113	0.00	170,113	0.00	0	0.00	
DOSS ADMINISTRATIVE TRUST	905,336	0.00	1,200,317	0.00	1,200,317	0.00	0	0.00	
TOTAL - EE	1,413,066	0.00	1,745,898	0.00	1,745,898	0.00	0	0.00	
<b>TOTAL</b>	<b>4,035,177</b>	<b>56.78</b>	<b>4,625,823</b>	<b>66.00</b>	<b>4,623,561</b>	<b>65.95</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$4,035,177</b>	<b>56.78</b>	<b>\$4,625,823</b>	<b>66.00</b>	<b>\$4,623,561</b>	<b>65.95</b>	<b>\$0</b>	<b>0.00</b>	

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# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>FINANCE &amp; ADMINISTRATIVE SRVS</b>								
<b>CORE</b>								
ADMIN OFFICE SUPPORT ASSISTANT	67,920	2.40	86,680	3.09	84,418	3.04	0	0.00
SR OFFICE SUPPORT ASSISTANT	113,983	4.13	115,347	3.38	93,658	5.07	0	0.00
PRINTING/MAIL TECHNICIAN IV	31,582	1.00	31,608	1.00	31,608	1.00	0	0.00
STOREKEEPER I	64,529	2.50	77,412	3.00	77,412	3.00	0	0.00
BUYER III	4,602	0.10	0	0.00	0	0.00	0	0.00
PROCUREMENT OFCR I	51,399	1.36	38,304	1.00	61,608	2.00	0	0.00
PROCUREMENT OFCR II	46,954	1.00	93,984	2.73	46,954	1.00	0	0.00
OFFICE SERVICES COOR	33,799	0.81	0	0.00	42,780	1.00	0	0.00
ACCOUNT CLERK II	43,634	1.57	116,465	4.98	26,633	1.00	0	0.00
ACCOUNTANT I	14,461	0.46	31,609	2.92	31,609	1.00	0	0.00
ACCOUNTANT II	112,783	2.63	166,848	3.49	112,783	3.00	0	0.00
ACCOUNTING SPECIALIST I	37,624	0.97	39,708	1.00	0	(0.00)	0	0.00
ACCOUNTING SPECIALIST II	10,010	0.25	0	0.00	36,183	1.00	0	0.00
BUDGET ANAL III	46,013	1.00	46,056	1.00	46,056	1.00	0	0.00
ACCOUNTING GENERALIST I	29,398	0.95	31,609	1.00	31,609	1.00	0	0.00
ACCOUNTING GENERALIST II	5,941	0.17	0	0.00	35,640	1.00	0	0.00
ACCOUNTING SUPERVISOR	11,514	0.25	0	0.00	84,411	2.00	0	0.00
RESEARCH ANAL III	226,351	4.79	235,562	4.00	205,562	4.00	0	0.00
RESEARCH ANAL IV	87,653	1.63	163,357	3.01	89,243	2.00	0	0.00
EXECUTIVE I	124,987	3.98	96,023	3.00	99,987	4.00	0	0.00
EXECUTIVE II	5,941	0.17	0	0.00	35,639	1.00	0	0.00
MANAGEMENT ANALYSIS SPEC I	24,579	0.64	0	0.00	38,303	1.00	0	0.00
MANAGEMENT ANALYSIS SPEC II	100,176	2.29	45,192	1.00	131,776	3.00	0	0.00
TELECOMMUN ANAL IV	55,323	1.00	55,368	1.00	55,368	1.00	0	0.00
MOTOR VEHICLE DRIVER	26,319	1.00	26,339	1.00	26,339	1.00	0	0.00
FACILITIES OPERATIONS MGR B1	8,363	0.16	0	0.01	0	0.00	0	0.00
FACILITIES OPERATIONS MGR B2	49,412	0.83	14,908	0.00	60,000	1.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B1	169,591	3.33	151,980	3.00	151,980	3.00	0	0.00
FISCAL & ADMINISTRATIVE MGR B2	491,321	7.45	555,091	9.00	496,969	8.74	0	0.00
RESEARCH MANAGER B2	87,765	1.37	62,558	1.00	125,116	2.00	0	0.00
DIVISION DIRECTOR	27,656	0.30	95,084	1.00	95,084	1.00	0	0.00
DESIGNATED PRINCIPAL ASST DIV	92,103	1.00	85,092	1.00	85,092	1.00	0	0.00

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# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>FINANCE &amp; ADMINISTRATIVE SRVS</b>								
<b>CORE</b>								
MISCELLANEOUS TECHNICAL	121	0.00	0	0.00	0	0.00	0	0.00
MISCELLANEOUS PROFESSIONAL	7,352	0.23	1,030	0.01	0	0.00	0	0.00
SPECIAL ASST OFFICIAL & ADMSTR	85,023	1.00	85,092	1.00	85,092	1.00	0	0.00
SPECIAL ASST PROFESSIONAL	141,898	2.05	217,048	3.82	168,752	2.05	0	0.00
SPECIAL ASST TECHNICIAN	0	0.00	31,075	1.00	0	0.00	0	0.00
SPECIAL ASST OFFICE & CLERICAL	83,999	2.01	83,496	3.56	83,999	2.05	0	0.00
CHIEF OPERATING OFFICER	32	0.00	0	0.00	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>2,622,111</b>	<b>56.78</b>	<b>2,879,925</b>	<b>66.00</b>	<b>2,877,663</b>	<b>65.95</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	35,341	0.00	28,155	0.00	28,155	0.00	0	0.00
TRAVEL, OUT-OF-STATE	4,923	0.00	1,633	0.00	1,633	0.00	0	0.00
SUPPLIES	255,770	0.00	431,654	0.00	297,557	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	10,549	0.00	12,125	0.00	12,125	0.00	0	0.00
COMMUNICATION SERV & SUPP	27,740	0.00	24,459	0.00	24,459	0.00	0	0.00
PROFESSIONAL SERVICES	146,192	0.00	12,201	0.00	146,301	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	2,345	0.00	2,828	0.00	2,828	0.00	0	0.00
M&R SERVICES	8,138	0.00	6,036	0.00	6,036	0.00	0	0.00
COMPUTER EQUIPMENT	8,976	0.00	4,094	0.00	4,094	0.00	0	0.00
OFFICE EQUIPMENT	7,348	0.00	9,789	0.00	9,789	0.00	0	0.00
OTHER EQUIPMENT	0	0.00	12,574	0.00	12,574	0.00	0	0.00
PROPERTY & IMPROVEMENTS	0	0.00	2	0.00	0	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	1	0.00	0	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	94	0.00	0	0.00	0	0.00	0	0.00
MISCELLANEOUS EXPENSES	314	0.00	347	0.00	347	0.00	0	0.00
REBILLABLE EXPENSES	905,336	0.00	1,200,000	0.00	1,200,000	0.00	0	0.00
<b>TOTAL - EE</b>	<b>1,413,066</b>	<b>0.00</b>	<b>1,745,898</b>	<b>0.00</b>	<b>1,745,898</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$4,035,177</b>	<b>56.78</b>	<b>\$4,625,823</b>	<b>66.00</b>	<b>\$4,623,561</b>	<b>65.95</b>	<b>\$0</b>	<b>0.00</b>
<b>GENERAL REVENUE</b>	<b>\$2,069,478</b>	<b>36.87</b>	<b>\$2,132,105</b>	<b>43.64</b>	<b>\$2,129,843</b>	<b>43.59</b>		<b>0.00</b>
<b>FEDERAL FUNDS</b>	<b>\$1,030,605</b>	<b>19.30</b>	<b>\$1,240,405</b>	<b>21.14</b>	<b>\$1,240,405</b>	<b>21.14</b>		<b>0.00</b>
<b>OTHER FUNDS</b>	<b>\$935,094</b>	<b>0.61</b>	<b>\$1,253,313</b>	<b>1.22</b>	<b>\$1,253,313</b>	<b>1.22</b>		<b>0.00</b>

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.040**

**Program Name: Division of Finance and Administrative Services**

**Program is found in the following core budget(s): Division of Finance and Administrative Services**

### 1a. What strategic priority does this program address?

Provide financial and administrative support

### 1b. What does this program do?

The Division of Finance and Administrative Services provides centralized financial and administrative support to all Department of Social Services (DSS) divisions. In addition, staff responsible for the department's research and data management functions are included in the DFAS.

Following is a description of core DFAS functions:

#### Accounts Payable:

DFAS Accounts Payable staff ensure DSS payments are made in accordance with CSR 10-3 and accounting internal controls, and codes payments for financial reporting including federal grants. Staff perform centralized data entry, coding, compliance and approval of all DSS payments in the State's accounting system (SAMII) and respond to vendor inquiries. During FY16 DFAS Accounts Payable began development of an electronic content management/document imaging system to gain efficiencies of electronic document routing, approval, and retrieval. DFAS anticipates efficiencies to include increased payment timeliness, decreased error rates and eliminate storage of paper documents.

#### Administrative Services (includes Office Services, Warehouse, Emergency Management, Fleet and Telecommunications):

Acquires, stores and distributes bulk supplies, forms and envelopes; manages surplus property retrieval and disposition; provides technical support in the design, acquisition and installation of telecommunication services and equipment for DSS offices; coordinates expansions, office relocations/moves, closures; acts as a liaison on building matters between the program divisions and the Office of Administration, Division of Facilities Management/Design and Construction; coordinates all requirements and maintains vehicle records for 650 vehicles in the DSS fleet and serves as a liaison to OA Fleet Management. In addition, DFAS leads DSS initiatives to provide statewide mass care (shelter, food and water) coordination during emergencies through the assistance of partner agencies (Red Cross, Salvation Army and other volunteer agencies active in disasters).

#### Budget:

DFAS directs and prepares the department budget, compiling and evaluating budget proposals from DSS divisions. In addition, DFAS serves as the department's budget liaison with Office of Administration, House, and Senate budget staff. The Division also supports divisions during budget hearings. The budget section is responsible for department expenditure control, assuring there is sufficient cash to support available authority, monitoring spending rates and determining that department expenditures are within the scope of house bill intent. DFAS also coordinates all fiscal note preparation for the Department and provides a central contact point for the legislature and Governor's Office for all fiscal note inquiries and questions. The budget unit is responsible for expenditure projections and analyzing caseload fluctuations against expenditure fluctuations. The unit opens payment accounting lines as needed and analyzes appropriation projected need versus cash balance to determine agency reserves.



## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.040**

**Program Name: Division of Finance and Administrative Services**

**Program is found in the following core budget(s): Division of Finance and Administrative Services**

### Child Care Payment Unit (CCPU):

The Child Care Payment Unit (CCPU) consists of three units; Jefferson City, St. Louis and Kansas City. The CCPU is responsible for ensuring child care subsidy payments are made accurately to child care providers who care for state subsidy children. The CCPU generates payments, reviews records and processes requests for additional payments or recoupments of overpayments. In addition, the CCPU assists with state and federal audits as directed by the Department and assists with Child Care Compliance reviews and Welfare Investigation reviews as needed.

### Child Welfare Eligibility Unit:

DFAS is responsible for managing IV-E eligibility and IV-E redeterminations for all youth in state custody. The IV-E Eligibility staff work directly with the Juvenile court system and the Children's Division to obtain the necessary documentation to determine IV-E eligibility status. The Child Welfare Eligibility Unit also works directly with the Social Security Administration and Children's Division to determine eligibility for SSI to ensure all eligible youth receive financial support while in state custody. This unit monitors program participation to identify any opportunities to improve operational efficiencies and increase program participation. The IV-E Unit also provides technical expertise and training to Children's Division staff to ensure compliance with all IV-E regulation and rule.

### Compliance Services Unit (CSU):

The CSU conducts internal reviews of DSS operations in order to provide the department with independent appraisals of how effectively and efficiently programs and functions are meeting their objectives and to make recommendations for improvement. The CSU conducts reviews of contracts awarded to third party entities to ensure the terms of the contracts are being met, that the cost billed represents actual services provided, and to determine compliance with DSS policies, as well as federal and state laws and regulations. Specific attention is given to complying with OMB's Uniform Guidance for federal awards and its requirements for subrecipient monitoring. CSU reviews the single audits of DSS subrecipients of federal funds. CSU serves as the Department's liaison to the State Auditor's office, as well as the Offices of Inspector General as they audit DSS programs. CSU also performs special reviews as requested by DSS executive staff. CSU coordinates with other oversight groups within the department such as DLS Investigations and program staff who provide ongoing control activities over their specific programs. CSU coordinates the DSS Internal Control Plan.

### Contract Management and Procurement:

DFAS is responsible for securing DSS contracts for a wide array of products and services for children and families. DFAS provides assistance and oversight in the development, planning, execution and coordination of RFPs and contracts for services and supplies. DFAS also manages a variety of Memorandums of Understanding (MOU) with various governmental and community agencies. DFAS provides technical expertise and training for department staff concerning procurement statutes, regulations and rules, contracting procedures and protocols and ensures that contracting operations are in compliance with state and federal regulations. DFAS procurement officers serve as liaisons with the state Office of Administration, Division of Purchasing. DFAS is responsible for the implementation of practices and initiatives to increase participation of Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) vendors in department contracts. DFAS currently maintains over 37,000 contracts and agreements and processes over 30,000 procurement documents annually.

DFAS will continue implementing the document management system to eliminate paper contract files through FY18. This process will improve workflow efficiencies, generate cost savings (no paper) and create more efficient utilization of state office space by eliminating file cabinets. Documents will be easily accessible to all DSS staff and improve response time for needed contract information. DFAS will also transition some contract processes into the Missouri BUYS program in partnership with the Office of Administration. Bidding opportunities will be more accessible to vendors as the central location for agency bidding activities.

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.040**

**Program Name: Division of Finance and Administrative Services**

**Program is found in the following core budget(s): Division of Finance and Administrative Services**

### The FACES Payment Unit:

The FACES Payment Unit is responsible for the oversight of payments for children's services and KIDS accounts made in the FACES Financial System (FFS) for Children's Division (CD) programs. This unit provides technical assistance to agency staff regarding FACES payment questions and serve as a Statewide Payment Specialist for all CD FFS payments. Staff must provide level 2 reviews and approvals of Children's Treatment and Residential Treatment Invoices, Service Authorizations, and Payment Requests. The Accounts Receivable Specialist responsibilities include reviewing, calculating, and researching payments issued in the FFS to identify necessary stop payments and recoupments. The KIDS Account Specialist responsibilities include review and approval of purchase requests for children receiving social security income. They must monitor available funds, advise field staff on appropriate purchases, and ensure purchases are in compliance with Social Security Administration rules and guidelines.

### Grants and Cash Management:

DFAS manages approximately 50 grants with a value of over \$7 billion in federal funds. The agency serves as the single state contact for federal grants that include Temporary Assistance for Needy Families (TANF), Social Services Block Grant (SSBG), Medicaid Title XIX and Title XXI (CHIP), Title IV-D (Child Support), and Title IV-E (Child Welfare). The Division is responsible for the processes that provide for daily cash draws and deposits to federal funds to support DSS and certain other departments' programs. As the single state contact, DFAS compiles required monthly, quarterly, and annual reports associated with each grant and submits these to the federal government on behalf of DSS and partner agencies. DFAS manages certain tables within the SAMII accounting system and works closely with federal partners to ensure compliance with reported grant earnings.

### Payroll Unit:

DSS employs approximately 6,700 full time employees during a fiscal year. DFAS Payroll ensures these employees' salaries are coded to the correct appropriation and reporting category; explains to the employee complicated pay calculations when leave without pay reduces an employee's pay; processes overtime payments in accordance with state regulations and DSS policy; reviews and corrects annual and sick leave entries requested and approved by supervisors which reject in SAMII due to insufficient leave balances; ensure other leave such as worker's compensation and administrative leave is used and recorded in accordance with DSS policy; works with benefit agencies such as MCHCP, MOSERS, ASI Flex, Allstate and AFLAC to ensure employee benefits are started and stopped correctly; corresponds with agencies such as Social Security, Family Support Division, Deferred Compensation, banking institutions, attorneys and others to verify wages, employment timeframes, and leave taken due to illness and accidents.

### Regional Offices:

DFAS Regional Office consist of four (4) regions; Kansas City Region, North Region, St. Louis Region, and South Region. These offices provide assistance and support to all DSS offices and facilities throughout the state. Responsibilities include; Fleet Management, which include reconciliation of vehicle logs and Wright Express Invoices (WEX), processing of Purchasing Requests (DBF1s), coordination of contract bids under \$25,000, conduct annual physical inventory of Division of Youth Services (DYS) facilities, and completion of Compliance Services Unit reviews of DYS facilities that do not receive USDA funding on a 3-year rolling basis. In addition, the North Regional Office is responsible for the coordination and approval of mobile device purchases and tracking for the entire department and the St. Louis Regional office is responsible for the management of the Prince Hall Mail Center and St. Louis Child Care Payment Unit (CCPU).

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.040**

**Program Name: Division of Finance and Administrative Services**

**Program is found in the following core budget(s): Division of Finance and Administrative Services**

### Research and Data Analysis Unit:

Research and Data Analysis (RDA) provides data to the Department of Social Services. RDA produces a wide range of reports, both regular (dashboard, monthly management reports, etc) and ad hoc, for the Department's programs, many of which are available to the public on the Department's website. These statistical reports, coupled with data analysis, are used to inform planning, establish policy and guide decision-making. In addition, RDA assists in supplying information about the Department's programs to constituents, the General Assembly, the Executive Branch, Federal government agencies and the media.

### Revenue Maximization/Community Partnerships/TANF

Staff in revenue maximization positions work to ensure departmental program expenditures are accurately categorized to maximize federal reimbursement and to ensure accurate federal reporting. This unit also acts as the department's liaison with the community partnerships and the FACT board and coordinate activities to include contracting, expenditure tracking, spend plan management, and other related activities to partnership activities. Staff within this unit also manage the fiscal portion of TANF program. Activities related to TANF include monitoring grant requirements, developing and monitoring the spend plan, tracking maintenance of effort and managing contracts and MOUs with other governmental entities involving TANF dollars.

### Victims of Crime Act (VOCA):

DFAS is responsible for managing the VOCA grant. This grant is awarded to agencies to provide direct services to victims of crime. The VOCA grant requires the sub-grantees to provide a 20% match, which may be either cash or in-kind goods or services. To ensure community buy-in, the awarded agency must also utilize volunteer staff in the provision of direct services. Agencies are also required to show how they work with other community agencies to lessen any gaps in services for victims. This funding is highly utilized by domestic violence shelters, rape crisis centers, child abuse treatment facilities, prosecutors, Court Appointed Special Advocates, Children's Advocacy Centers, and other victim service organizations to provide high quality services that directly improve the physical, mental and emotional health and well-being of victims of crime, as well as aid them through the criminal justice process.

### **2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

State Statute: 660.010, RSMo.

### **3. Are there federal matching requirements? If yes, please explain.**

There is no federal matching requirement. However, expenditures are allocated across the department based on FTE counts and charged to corresponding grants.

### **4. Is this a federally mandated program? If yes, please explain.**

No.

## PROGRAM DESCRIPTION

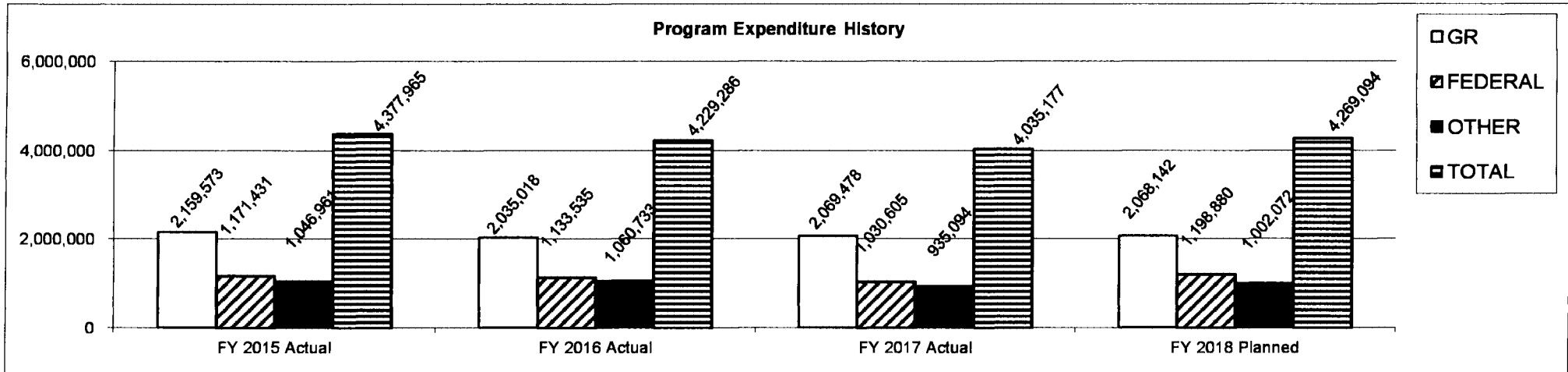
**Department: Social Services**

**HB Section: 11.040**

**Program Name: Division of Finance and Administrative Services**

**Program is found in the following core budget(s): Division of Finance and Administrative Services**

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2018 expenditures are net of reserves and reverted.

### 6. What are the sources of the "Other " funds?

Child Support Enforcement Fund (0169) and DOSS Administrative Trust Fund (0545)

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.040**

**Program Name: Division of Finance and Administrative Services**

**Program is found in the following core budget(s): Division of Finance and Administrative Services**

**7a. Provide an effectiveness measure.**

SFY	Average Time Between Invoice and Vendor Payment (Days)	
	Projected	Actual
2015	20	23
2016	20	25
2017	20	25
2018	20	
2019	20	

The Division of Finance and Administrative Services provides support functions for all DSS divisions and programs. Other effectiveness measures can be found in divisional sections.

**7b. Provide an efficiency measure.**

SFY	Number of Payment Documents Processed	
	Projected	Actual
2015	114,000	113,481
2016	114,000	120,663
2017	121,000	114,429
2018	115,000	
2019	115,000	

Department of Social Services	SFY14 Actual	SFY15 Actual	SFY16 Actual	SFY17 Actual	SFY18 Projected
General Revenue Expenditures	1,606,597,734	1,578,470,891	2,575,032,582	2,508,283,119	1,725,735,414
Federal Expenditures	4,155,581,826	4,299,871,326	4,447,646,693	4,794,563,746	4,827,536,467
Total Expenditures	9,863,834,857	10,208,726,108	10,498,871,637	10,816,774,330	9,367,244,901
% Federal Expenditures	42%	42%	42%	44%	52%

**PROGRAM DESCRIPTION**

**Department: Social Services**  
**Program Name: Division of Finance and Administrative Services**  
**Program is found in the following core budget(s): Division of Finance and Administrative Services**

**HB Section: 11.040**

**7c. Provide the number of clients/individuals served, if applicable.**

SFY	Travel Expense Reports Processed	
	Projected	Actual
2015	20,000	20,218
2016	20,000	20,901
2017	21,000	20,178
2018	21,000	
2019	21,000	

**7d. Provide a customer satisfaction measure, if available.**

N/A

# **Legal Expense Fund Transfer**

## CORE DECISION ITEM

**Department** Social Services  
**Division** Office of the Director  
**Core** Legal Expense Fund Transfer

**Budget Unit** 90599C

**HB Section** 11.610

### 1. CORE FINANCIAL SUMMARY

FY 2019 Budget Request				
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	1	0	0	1
<b>Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: N/A

FY 2019 Governor's Recommendation				
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	0	0
TRF	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

### 2. CORE DESCRIPTION

In FY 2018, the General Assembly appropriated \$1 for transfer from the Department's core budget to the State Legal Expense Fund for the payment of claims, premiums, and expenses provided by Section 105.711 through Section 105.726, RSMo. In order to fund such expenses, the General Assembly also authorized three percent flexibility from the Department's operating budget into the \$1 transfer appropriation.

### 3. PROGRAM LISTING (list programs included in this core funding)

N/A



# CORE DECISION ITEM

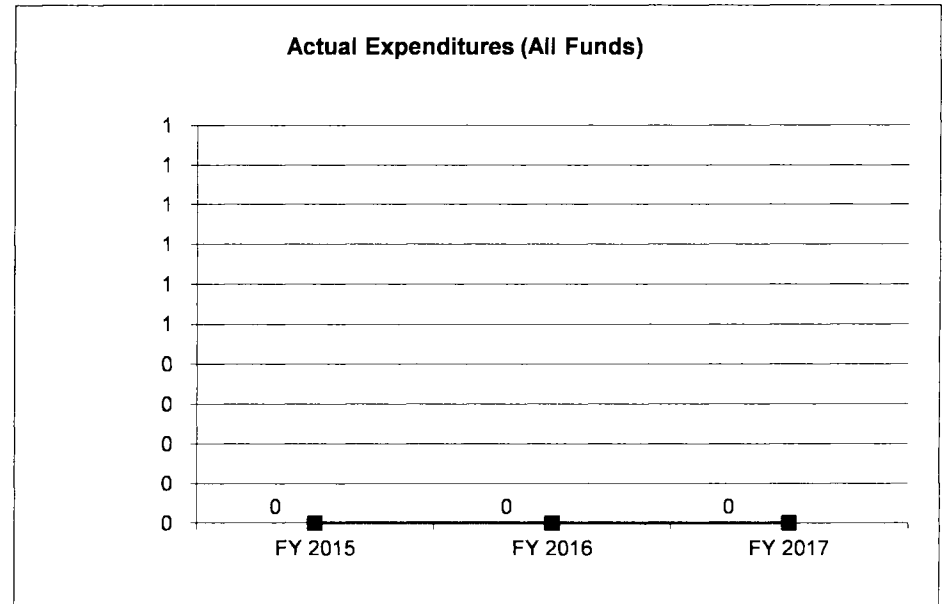
**Department** Social Services  
**Division** Office of the Director  
**Core** Legal Expense Fund Transfer

**Budget Unit** 90599C

**HB Section** 11.610

## 4. FINANCIAL HISTORY

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Current Yr.
Appropriation (All Funds)	0	0	0	1
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	0	0	0	1
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	0	0	0	0
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

### NOTES:

FY 2018 is the first year for this appropriation.

## CORE RECONCILIATION DETAIL

### DEPARTMENT OF SOCIAL SERVICES DSS LEGAL EXPENSE FUND TRF

#### 5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>										
				TRF	0.00	1	0	0	1	
				<b>Total</b>	<b>0.00</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Core Reduction	346	T531		TRF	0.00	(1)	0	0	(1)	
<b>NET DEPARTMENT CHANGES</b>					<b>0.00</b>	<b>(1)</b>	<b>0</b>	<b>0</b>	<b>(1)</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				TRF	0.00	0	0	0	0	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>										
				TRF	0.00	0	0	0	0	
				<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<hr/>									
DSS LEGAL EXPENSE FUND TRF									
CORE									
FUND TRANSFERS									
GENERAL REVENUE	0	0.00	1	0.00	0	0.00	0	0.00	
TOTAL - TRF	0	0.00	1	0.00	0	0.00	0	0.00	
TOTAL	0	0.00	1	0.00	0	0.00	0	0.00	
<hr/>									
GRAND TOTAL	\$0	0.00	\$1	0.00	\$0	0.00	\$0	0.00	
<hr/>									

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# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
DSS LEGAL EXPENSE FUND TRF								
CORE								
TRANSFERS OUT	0	0.00	1	0.00	0	0.00	0	0.00
TOTAL - TRF	0	0.00	1	0.00	0	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$1	0.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$1	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

# **Revenue Maximization**

# CORE DECISION ITEM

Department: Social Services  
Division: Finance and Administrative Services  
Core: Revenue Maximization

Budget Unit: 88817C  
HB Section: 11.045

## 1. CORE FINANCIAL SUMMARY

FY 2019 Budget Request						FY 2019 Governor's Recommendation					
	GR	Federal	Other	Total	E		GR	Federal	Other	Total	E
PS						PS					
EE		3,250,000		3,250,000		EE				0	
PSD						PSD					
TRF						TRF					
Total		3,250,000		3,250,000		Total		0		0	
FTE				0.00		FTE				0.00	

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: N/A

Other Funds:

## 2. CORE DESCRIPTION

Core budget to provide the Department of Social Services (DSS) with a mechanism for payment of fees to contractors who engage in revenue maximization projects on behalf of the Department.

## 3. PROGRAM LISTING (list programs included in this core funding)

Temporary Assistance for Needy Families (TANF) Revenue Maximization  
Cost Allocation Plan (CAP)  
Missouri Work Assistance (MWA)  
Modified Adjusted Gross Income (MAGI) Eligibility Standards and Consistent Application  
Statistician Services Related to Child Care

# CORE DECISION ITEM

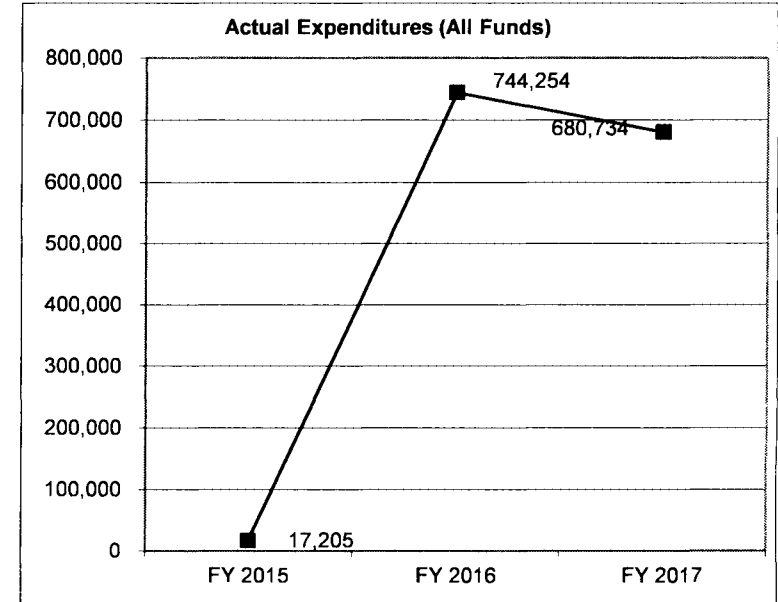
Department: Social Services  
Division: Finance and Administrative Services  
Core: Revenue Maximization

Budget Unit: 88817C

HB Section: 11.045

## 4. FINANCIAL HISTORY

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Current Yr.
Appropriation (All Funds)	5,250,000	5,250,000	3,250,000	3,250,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	5,250,000	5,250,000	3,250,000	3,250,000
Actual Expenditures (All Funds)	17,205	744,254	680,734	N/A
Unexpended (All Funds)	5,232,795	4,505,746	2,569,266	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	5,232,795	4,505,746	2,569,266	N/A
Other	0	0	0	N/A
	(1)	(2)	(3)	



Reverted includes the statutory three- percent reserve (when applicable).  
Restricted includes any Governor's Expenditure Restriction (when applicable).

### NOTES:

- (1) FY 15 agency reserve of \$5,150,000 federal funds due to excess authority.  
(2) FY 16 agency reserve of \$4,500,000 federal funds due to excess authority.  
(3) FY 17 agency reserve of \$2,500,000 federal funds due to excess authority. \$2,000,000 core reduction of excess federal authority.

## CORE RECONCILIATION DETAIL

### DEPARTMENT OF SOCIAL SERVICES REVENUE MAXIMATION

#### 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	EE	0.00	0	3,250,000	0	3,250,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>3,250,000</b>	<b>0</b>	<b>3,250,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	EE	0.00	0	3,250,000	0	3,250,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>3,250,000</b>	<b>0</b>	<b>3,250,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	EE	0.00	0	3,250,000	0	3,250,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>3,250,000</b>	<b>0</b>	<b>3,250,000</b>	



## DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN	
<b>REVENUE MAXIMATION</b>									
<b>CORE</b>									
EXPENSE & EQUIPMENT									
DEPT OF SOC SERV FEDERAL & OTH	680,734	0.00	3,250,000	0.00	3,250,000	0.00	0	0.00	
TOTAL - EE	680,734	0.00	3,250,000	0.00	3,250,000	0.00	0	0.00	
<b>TOTAL</b>	<b>680,734</b>	<b>0.00</b>	<b>3,250,000</b>	<b>0.00</b>	<b>3,250,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	
<b>GRAND TOTAL</b>	<b>\$680,734</b>	<b>0.00</b>	<b>\$3,250,000</b>	<b>0.00</b>	<b>\$3,250,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	

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# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
REVENUE MAXIMATION								
CORE								
PROFESSIONAL SERVICES	680,734	0.00	3,250,000	0.00	3,250,000	0.00	0	0.00
TOTAL - EE	680,734	0.00	3,250,000	0.00	3,250,000	0.00	0	0.00
GRAND TOTAL	\$680,734	0.00	\$3,250,000	0.00	\$3,250,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$680,734	0.00	\$3,250,000	0.00	\$3,250,000	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.045**

**Program Name: Revenue Maximization**

**Program is found in the following core budget(s): Revenue Maximization**

### 1a. What strategic priority does this program address?

Mechanism for maximizing program funding

### 1b. What does this program do?

The Department of Social Services works with contracted entities that specialize in maximizing federal program dollars and identifying other non-GR sources. This program also provides a mechanism to make contingency contract payments on outstanding revenue maximization projects. The following projects are either planned or ongoing for FY19:

#### MAGI Eligibility Standards and Consistent Application

Planned for FY19

**Project Description:** The purpose of this project is to assist the DSS in a Modified Adjusted Gross Income (MAGI)-Based Eligibility system review to ensure eligibility determination accuracy of individuals applying for public assistance, through the Missouri Eligibility Determination and Enrollment System (MEDES). MEDES allows Missourians to apply online for health care coverage, and determines client eligibility. MAGI is the criteria for which eligibility is determined and MEDES is the system eligibility information is entered and the state's case records are kept. The contractor will first analyze MEDES and MAGI, as written, and determine whether those interpretations comply with all applicable requirements. Second, the contractor will analyze the system and run test cases using MEDES and MAGI and determine whether the analysis and test cases validate the MAGI and MEDES systems.

#### Statistician Services Related to Child Care

Planned for FY19

**Project Description:** The purpose of this project is to analyze and review documents related to the Department's subsidized childcare services program. The contractor will provide the DSS with a recommendation to ensure maximization of Child Care and Development Funds (CCDF).

#### Temporary Assistance for Needy Families (TANF) Program Analysis/Missouri Work Assistance (MWA)

Planned for FY19

**Project Description:** The purpose of this project is to assist the DSS in creating systems and developing methods to operate an accountable work and training program focused on delivering results that demonstrate a Temporary Assistance for Needy Families (TANF) participant's progress toward self-sufficiency through activities that lead to employment through the Missouri Work Assistance Program (MWA). The contractor will provide recommendations, materials and training for staff regarding a quality management system that will be housed with the current MWA system. The contractor, in collaboration with Department staff, review all relevant state policies and procedures surrounding oversight and performance of the work program activities of the MWA contract.

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.045**

**Program Name: Revenue Maximization**

**Program is found in the following core budget(s): Revenue Maximization**

Missouri Work Assistance (MWA) /Workforce Innovation and Opportunity Act (WIOA)/Temporary Assistance for Needy Families (TANF) Program Analysis

Contractor: Public Consulting Group (PCG)

Project Description: The purpose of this is to assist the Missouri DSS in a collaborative effort to review and improve work related activities through the MWA program and WIOA. MWA is contracted with the DSS to provide work-eligible Temporary Assistance individuals employment and training services with the goal of self-sufficiency. WIOA is comprehensive legislation that brings together and enhances several key employment, education, and training programs. PCG will ensure business processes are efficient; programming moves clients into sustainable employment; participants do not languish in non-compliance or activities that are not substantive; the business community is hiring from the TANF and workforce system and clients play the central role and are truly engaged and invested in their own career planning. This will be achieved through site visits, policy review, WIOA program analysis and economic analysis.

Cost Allocation Plan (CAP)

Contractor: Public Consulting Group (PCG)

Project Description: This contract is to support the Department's new cost allocation plan (CAP) to include assist with updates, assist with responding to questions from federal agencies such as Cost Allocation Services (CAS), and provide responses to ad hoc questions and inquiries from DSS related to the plan and federal claiming as necessary. The CAP identifies and allocates departmental costs equitably to each benefiting program to allow for accurate claiming of expenditures to the appropriate federal grant.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

State Statute: RSMo. 660.010

**3. Are there federal matching requirements? If yes, please explain.**

No. Generally, contractors are paid from new federal funds resulting from successful revenue maximization projects. There may be a state match required to receive the additional funds.

**4. Is this a federally mandated program? If yes, please explain.**

No.

## PROGRAM DESCRIPTION

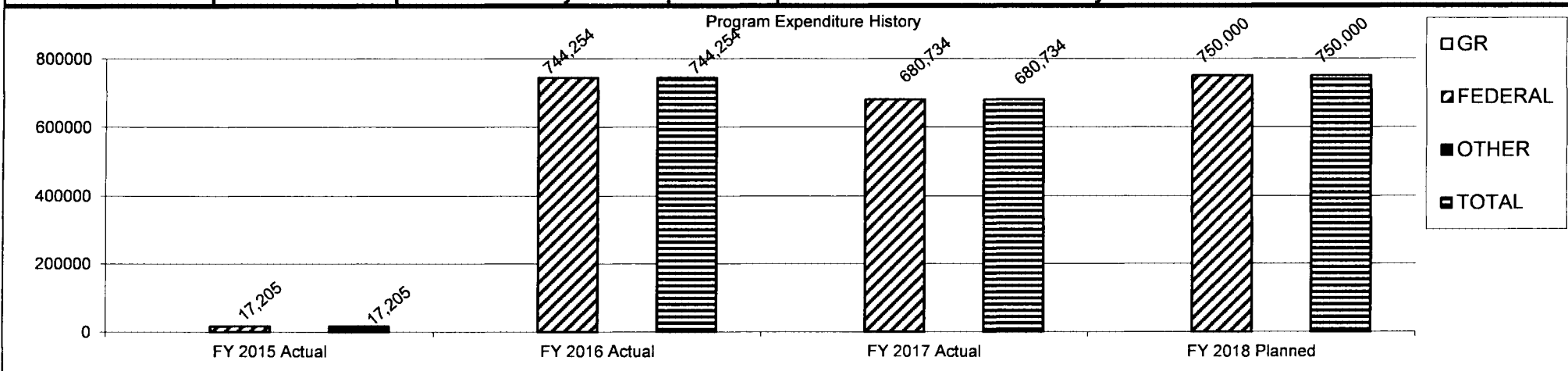
**Department:** Social Services

**HB Section:** 11.045

**Program Name:** Revenue Maximization

**Program is found in the following core budget(s):** Revenue Maximization

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2018 expenditures are net of reserves.

### 6. What are the sources of the "Other " funds?

N/A

### 7a. Provide an effectiveness measure.

Funds are used to support other programs. Effectiveness measures can be found in related programs.

### 7b. Provide an efficiency measure.

Funds are used to support other programs. Efficiency measures can be found in related programs.

### 7c. Provide the number of clients/individuals served, if applicable.

Funds are used to support other programs. Number of clients/individuals served can be found in related programs.

### 7d. Provide a customer satisfaction measure, if available.

Funds are used to support other programs. Customer satisfaction measures can be found in related programs.

# **Receipt and Disbursement- Refunds**

# CORE DECISION ITEM

Department: Social Services  
Division: Finance and Administrative Services  
Core: Receipt and Disbursement - Refunds

Budget Unit: 88853C

HB Section: 11.050

## 1. CORE FINANCIAL SUMMARY

FY 2019 Budget Request						FY 2019 Governor's Recommendation					
	GR	Federal	Other	Total	E		GR	Federal	Other	Total	E
PS						PS					
EE						EE					
PSD		12,055,000	3,044,000	15,099,000	E	PSD				0	
TRF						TRF					
Total		12,055,000	3,044,000	15,099,000	E	Total		0	0	0	
FTE				0.00		FTE				0.00	

<b>Est. Fringe</b>	0	0	0	0
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

<b>Est. Fringe</b>	0	0	0	0
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.				

Other Funds: Third Party Liability Collections Fund (0120)  
Premium Fund (0885)  
Pharmacy Rebates Fund (0114)

Note: An "E" is requested for all funds.

Other Funds:

Note:

## 2. CORE DESCRIPTION

Core budget for the Division of Finance and Administrative Services to manage (refund) incorrectly deposited receipts.

## 3. PROGRAM LISTING (list programs included in this core funding)

Receipt and Disbursement - Refunds

# **CORE DECISION ITEM**

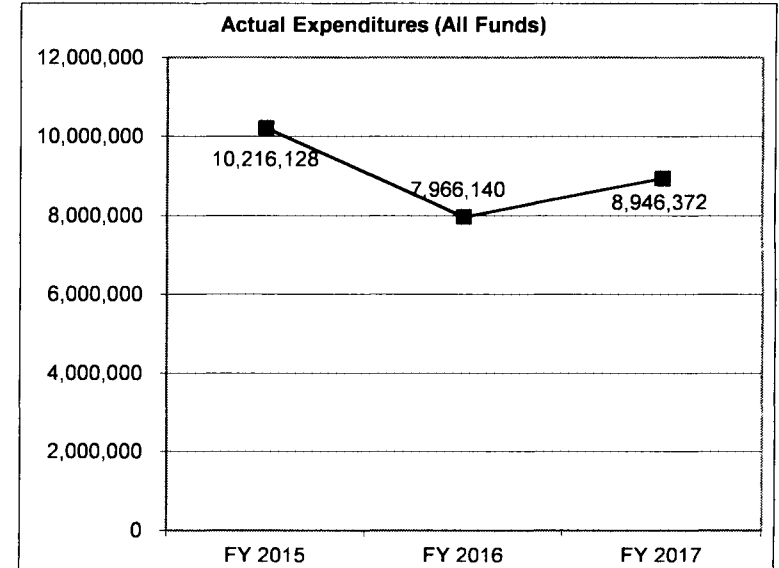
**Department: Social Services**  
**Division: Finance and Administrative Services**  
**Core: Receipt and Disbursement - Refunds**

**Budget Unit: 88853C**

**HB Section: 11.050**

## **4. FINANCIAL HISTORY**

	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Current Yr.</b>
Appropriation (All Funds)	15,099,000	15,099,000	15,099,000	15,099,000
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	15,099,000	15,099,000	15,099,000	15,099,000
Actual Expenditures (All Funds)	10,216,128	7,966,140	8,946,372	N/A
Unexpended (All Funds)	4,882,872	7,132,860	6,152,628	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	4,857,149	6,759,597	6,071,587	N/A
Other	25,723	373,263	81,041	N/A
	(1)			



Reverted includes the statutory three- percent reserve (when applicable).  
 Restricted includes any Governor's Expenditure Restriction (when applicable).

### **NOTES:**

**(1)** FY15 agency reserve \$4,700,000 federal funds due to excess authority.



## CORE RECONCILIATION DETAIL

### DEPARTMENT OF SOCIAL SERVICES RECEIPT & DISBURSEMENT-REFUNDS

#### 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PD	0.00	0	12,055,000	3,044,000	15,099,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>12,055,000</b>	<b>3,044,000</b>	<b>15,099,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PD	0.00	0	12,055,000	3,044,000	15,099,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>12,055,000</b>	<b>3,044,000</b>	<b>15,099,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PD	0.00	0	12,055,000	3,044,000	15,099,000	
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>12,055,000</b>	<b>3,044,000</b>	<b>15,099,000</b>	

# DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>RECEIPT &amp; DISBURSEMENT-REFUNDS</b>								
<b>CORE</b>								
PROGRAM-SPECIFIC								
TITLE XIX-FEDERAL AND OTHER	5,527,379	0.00	5,528,000	0.00	5,528,000	0.00	0	0.00
FEDERAL AND OTHER	110,915	0.00	1,500,000	0.00	1,500,000	0.00	0	0.00
TEMP ASSIST NEEDY FAM FEDERAL	928	0.00	27,000	0.00	27,000	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	344,191	0.00	5,000,000	0.00	5,000,000	0.00	0	0.00
PHARMACY REBATES	0	0.00	25,000	0.00	25,000	0.00	0	0.00
THIRD PARTY LIABILITY COLLECT	312,963	0.00	369,000	0.00	369,000	0.00	0	0.00
PREMIUM	2,649,996	0.00	2,650,000	0.00	2,650,000	0.00	0	0.00
TOTAL - PD	8,946,372	0.00	15,099,000	0.00	15,099,000	0.00	0	0.00
<b>TOTAL</b>	<b>8,946,372</b>	<b>0.00</b>	<b>15,099,000</b>	<b>0.00</b>	<b>15,099,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>R&amp;D Increase Authority - 1886017</b>								
PROGRAM-SPECIFIC								
TITLE XIX-FEDERAL AND OTHER	0	0.00	0	0.00	293,789	0.00	0	0.00
PREMIUM	0	0.00	0	0.00	177,100	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	470,889	0.00	0	0.00
<b>TOTAL</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>470,889</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$8,946,372</b>	<b>0.00</b>	<b>\$15,099,000</b>	<b>0.00</b>	<b>\$15,569,889</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

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# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
RECEIPT & DISBURSEMENT-REFUNDS								
CORE								
REFUNDS	8,946,372	0.00	15,099,000	0.00	15,099,000	0.00	0	0.00
TOTAL - PD	8,946,372	0.00	15,099,000	0.00	15,099,000	0.00	0	0.00
GRAND TOTAL	\$8,946,372	0.00	\$15,099,000	0.00	\$15,099,000	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$5,983,413	0.00	\$12,055,000	0.00	\$12,055,000	0.00		0.00
OTHER FUNDS	\$2,962,959	0.00	\$3,044,000	0.00	\$3,044,000	0.00		0.00

## PROGRAM DESCRIPTION

Department: Social Services

HB Section: 11.050

Program Name: Receipt and Disbursement--Refunds

Program is found in the following core budget(s): Receipt and Disbursement--Refunds

### 1a. What strategic priority does this program address?

Timely deposits of receipts

### 1b. What does this program do?

These appropriations allow the Department to make timely deposits of all receipts and then to make refunds or corrections when necessary. Pursuing this method creates additional interest earnings for the state treasury. Delaying the deposit of funds increases the chance that funds will be misused. The State Auditor, who routinely reviews the cash receipt function of the department for accuracy and timeliness, endorses prompt deposit of all funds received. The appropriations also afford the division the authority to make correcting payments in the event funds were originally deposited to an inappropriate fund or when refunds to the payer are required due to an original overpayment.

The Department of Social Services receives hundreds of checks daily. Fiscal integrity and internal controls over cash receipts call for prompt deposit of all funds until a determination can be made as to proper deposit or distribution of the funds. A typical transaction would be when insurance companies and/or other parties liable for medical bills of clients reimburse Medicaid for the entire cost of the care rather than only the portion paid by Medicaid. Later, when the proper amount is determined, a refund is issued from this account for the difference. Another frequent use of this appropriation is to refund a portion of the premium paid by a family when they leave the program.

### 2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

State Statute: 660.010, RSMo.

### 3. Are there federal matching requirements? If yes, please explain.

No.

### 4. Is this a federally mandated program? If yes, please explain.

No.

## PROGRAM DESCRIPTION

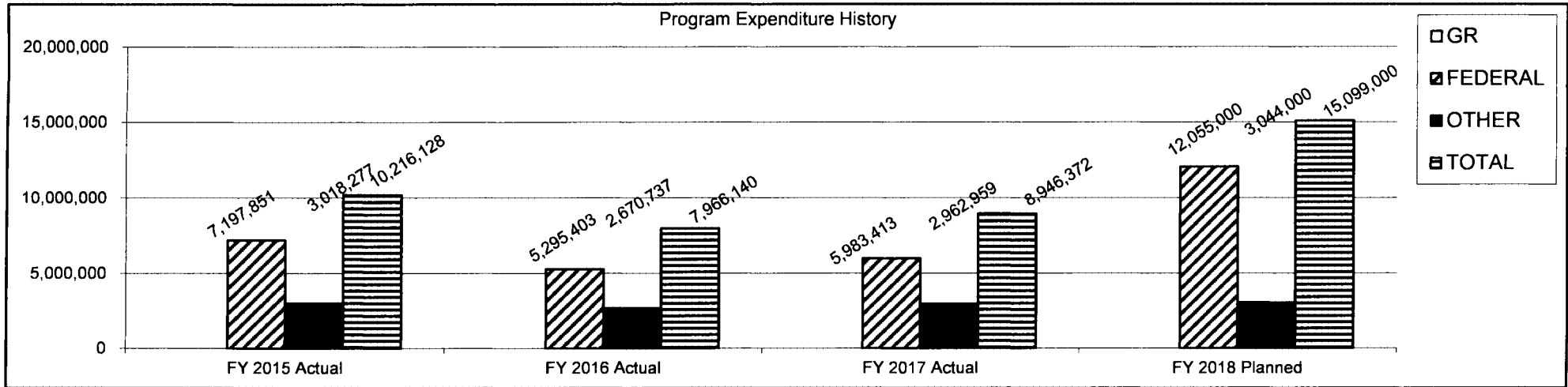
Department: Social Services

HB Section: 11.050

Program Name: Receipt and Disbursement--Refunds

Program is found in the following core budget(s): Receipt and Disbursement--Refunds

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



### 6. What are the sources of the "Other " funds?

Pharmacy Rebates Fund (0114), Third Party Liability Collections Fund (0120), and Premium Fund (0885).

### 7a. Provide an effectiveness measure.

SFY	Amount of Refunds Processed	
	Projected	Actual
2015	\$9,989,000	\$10,216,128
2016	\$15,099,000	\$7,966,140
2017	\$15,099,000	\$8,946,372
2018	\$15,099,000	
2019	\$15,099,000	
2020	\$15,099,000	

### 7b. Provide an efficiency measure.

N/A

## PROGRAM DESCRIPTION

Department: Social Services

HB Section: 11.050

Program Name: Receipt and Disbursement--Refunds

Program is found in the following core budget(s): Receipt and Disbursement--Refunds

**7c. Provide the number of clients/individuals served, if applicable.**

N/A

**7d. Provide a customer satisfaction measure, if available.**

N/A

**NEW DECISION ITEM**  
**RANK: 22 OF 22**

**Department** Social Services  
**Division** Receipt and Disbursement-Refunds  
**DI Name** R&D Increase (Non-counts) **DI#** 1866017

**Budget Unit** 88853C  
**HB Section** 11.050

**1. AMOUNT OF REQUEST**

**FY 2019 Budget Request**

	GR	Federal	Other	Total	E
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	293,789	177,100	470,889	E
TRF	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>293,789</b>	<b>177,100</b>	<b>470,889</b>	<b>E</b>
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds: Premium Fund (0885)

**FY 2019 Governor's Recommendation**

	GR	Federal	Other	Total	E
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	0	0	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>FTE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

<b>Est. Fringe</b>	0	0	0	0
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*Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.*

Other Funds:

**2. THIS REQUEST CAN BE CATEGORIZED AS:**

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: _____	<input type="checkbox"/> Authority Increase

**3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.**

These appropriations allow the Department to make timely deposits of all receipts and then to make refunds or corrections when necessary. Pursuing this method creates additional interest earnings for the state treasury. Delaying the deposit of funds increases the chance that funds will be misused. The State Auditor, who routinely reviews the cash receipt function of the department for accuracy and timeliness, endorses prompt deposit of all funds received. The appropriations also afford the division the authority to make correcting payments in the event funds were originally deposited to an inappropriate fund or when refunds to the payer are required due to an original overpayment.

**NEW DECISION ITEM**

**RANK:** 22 **OF** 22

**Department** Social Services  
**Division** Receipt and Disbursement-Refunds  
**DI Name** R&D Increase (Non-counts) **DI#** 1866017

**Budget Unit** 88853C  
**HB Section** 11.050

The Department of Social Services receives hundreds of checks daily. Fiscal integrity and internal controls over cash receipts call for prompt deposit of all funds until a determination can be made as to proper deposit or distribution of the funds. A typical transaction would be when insurance companies and/or other parties liable for medical bills of clients reimburse Medicaid for the entire cost of the care rather than only the portion paid by Medicaid. Later, when the proper amount is determined, a refund is issued from this account for the difference. Another frequent use of this appropriation is to refund a portion of the premium paid by a family when they leave the program.

**4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)**

Due to MHD's anticipated shortfall in FY18, the requested is the amount short in FY18 plus 10% for the Title XIX FF (0613) and Premium Fund (0885). Also, requesting an E for all funds.

**5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.**

	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS	E
<b>Budget Object Class/Job Class</b>										
Program Distributions			293,789		177,100		470,889			E
<b>Total PSD</b>	<b>0</b>		<b>293,789</b>		<b>177,100</b>		<b>470,889</b>		<b>0</b>	<b>E</b>
<b>Grand Total</b>	<b>0</b>	<b>0.0</b>	<b>293,789</b>	<b>0.0</b>	<b>177,100</b>	<b>0.0</b>	<b>470,889</b>	<b>0.0</b>	<b>0</b>	<b>E</b>



**NEW DECISION ITEM**  
**RANK: 22 OF 22**

**Department** Social Services  
**Division** Receipt and Disbursement-Refunds  
**DI Name** R&D Increase (Non-counts) **DI#** 1866017

**Budget Unit** 88853C  
**HB Section** 11.050

**6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)**

**6a. Provide an effectiveness measure.**

SFY	Amount of Refunds Processed	
	Projected	Actual
2015	\$9,989,000	\$10,216,128
2016	\$15,099,000	\$7,966,140
2017	\$15,099,000	\$8,946,372
2018	\$15,099,000	
2019	\$15,099,000	
2020	\$15,099,000	

**6b. Provide an efficiency measure.**

N/A

**6c. Provide the number of clients/individuals served, if applicable.**

N/A

**6d. Provide a customer satisfaction measure, if available.**

N/A

**7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:**

N/A

# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>RECEIPT &amp; DISBURSEMENT-REFUNDS</b>								
R&D Increase Authority - 1886017								
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	470,889	0.00	0	0.00
TOTAL - PD	0	0.00	0	0.00	470,889	0.00	0	0.00
<b>GRAND TOTAL</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$470,889</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$293,789	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$177,100	0.00		0.00

# **County Detention Payments**

# **CORE DECISION ITEM**

Department: Social Services  
Division: Finance and Administrative Services  
Core: County Detention Payments

Budget Unit: 88854C  
HB Section: 11.055

## **1. CORE FINANCIAL SUMMARY**

### **FY 2019 Budget Request**

	GR	Federal	Other	Total	E
PS					
EE					
PSD	1,354,000			1,354,000	
TRF					
<b>Total</b>	<b>1,354,000</b>			<b>1,354,000</b>	
<b>FTE</b>				<b>0.00</b>	

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: N/A

### **FY 2019 Governor's Recommendation**

	GR	Federal	Other	Total	E
PS					
EE					
PSD				0	
TRF					
<b>Total</b>	<b>0</b>			<b>0</b>	
<b>FTE</b>				<b>0.00</b>	

<b>Est. Fringe</b>	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

## **2. CORE DESCRIPTION**

Core budget for state payments to counties for juveniles in county detention centers, pursuant to Sections 211.151 and 211.156, RSMo.

## **3. PROGRAM LISTING (list programs included in this core funding)**

County Detention Payments

# **CORE DECISION ITEM**

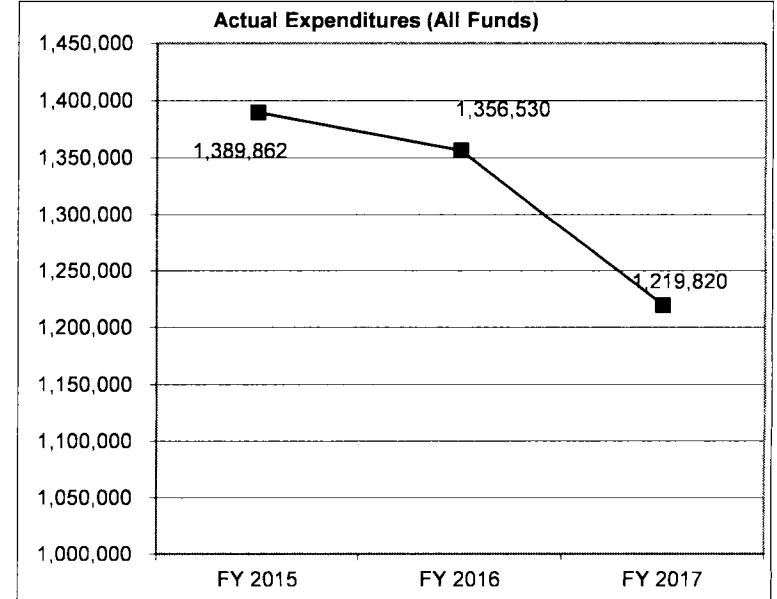
**Department: Social Services**  
**Division: Finance and Administrative Services**  
**Core: County Detention Payments**

**Budget Unit: 88854C**

**HB Section: 11.055**

## **4. FINANCIAL HISTORY**

	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Current Yr.</b>
Appropriation (All Funds)	1,900,000	1,504,000	1,504,000	1,354,000
Less Reverted (All Funds)	(57,000)	(45,120)	(45,120)	(40,620)
Less Restricted (All Funds)	0	0	(100,000)	0
Budget Authority (All Funds)	1,843,000	1,458,880	1,358,880	1,313,380
Actual Expenditures (All Funds)	1,389,862	1,356,530	1,219,820	N/A
Unexpended (All Funds)	453,138	102,350	139,060	N/A
Unexpended, by Fund:				
General Revenue	453,138	102,350	139,060	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A
		<b>(1)</b>		<b>(2)</b>



Reverted includes the statutory three- percent reserve (when applicable).  
 Restricted includes any Governor's Expenditure Restriction (when applicable).

### **NOTES:**

**(1)** FY16 core reduction of \$396,000 GR.

**(2)** FY18 core reduction of \$150,000 GR.

## CORE RECONCILIATION DETAIL

### DEPARTMENT OF SOCIAL SERVICES COUNTY DETENTION PAYMENTS

#### 5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>							
	PD	0.00	1,354,000	0	0	1,354,000	
	<b>Total</b>	<b>0.00</b>	<b>1,354,000</b>	<b>0</b>	<b>0</b>	<b>1,354,000</b>	
<b>DEPARTMENT CORE REQUEST</b>							
	PD	0.00	1,354,000	0	0	1,354,000	
	<b>Total</b>	<b>0.00</b>	<b>1,354,000</b>	<b>0</b>	<b>0</b>	<b>1,354,000</b>	
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PD	0.00	1,354,000	0	0	1,354,000	
	<b>Total</b>	<b>0.00</b>	<b>1,354,000</b>	<b>0</b>	<b>0</b>	<b>1,354,000</b>	

## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>COUNTY DETENTION PAYMENTS</b>								
<b>CORE</b>								
PROGRAM-SPECIFIC								
GENERAL REVENUE	1,219,820	0.00	1,354,000	0.00	1,354,000	0.00	0	0.00
TOTAL - PD	1,219,820	0.00	1,354,000	0.00	1,354,000	0.00	0	0.00
<b>TOTAL</b>	<b>1,219,820</b>	<b>0.00</b>	<b>1,354,000</b>	<b>0.00</b>	<b>1,354,000</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$1,219,820</b>	<b>0.00</b>	<b>\$1,354,000</b>	<b>0.00</b>	<b>\$1,354,000</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>

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# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
COUNTY DETENTION PAYMENTS								
CORE								
PROGRAM DISTRIBUTIONS	1,219,820	0.00	1,354,000	0.00	1,354,000	0.00	0	0.00
TOTAL - PD	1,219,820	0.00	1,354,000	0.00	1,354,000	0.00	0	0.00
GRAND TOTAL	\$1,219,820	0.00	\$1,354,000	0.00	\$1,354,000	0.00	\$0	0.00
GENERAL REVENUE	\$1,219,820	0.00	\$1,354,000	0.00	\$1,354,000	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00



## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.055**

**Core: County Detention Payments**

**Program is found in the following core budget(s): County Detention Payments**

**1a. What strategic priority does this program address?**

Provide youth county detention payments

**1b. What does this program do?**

Provides payments to approximately 25 county youth detention programs for juveniles detained in the juvenile justice system. Payments are made in accordance with Section 211.156 RSMo. at a daily rate between \$14 and \$37 established by appropriation. The General Assembly appropriated funds for FY18 to provide a daily reimbursement rate of \$14 as authorized by law.

County detention facilities administered locally by the counties and circuit courts are part of the continuum of services designed to protect Missourians from youth that have entered the juvenile justice system. Counties submit reimbursement requests to the Division of Finance and Administrative Services (DFAS) monthly. The DFAS requires the counties to certify in writing that the child for whom reimbursement is requested has been detained in accordance with state statute.

**2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

State Statute: RSMo. 211.151, 211.156

**3. Are there federal matching requirements? If yes, please explain.**

No.

**4. Is this a federally mandated program? If yes, please explain.**

No.

## PROGRAM DESCRIPTION

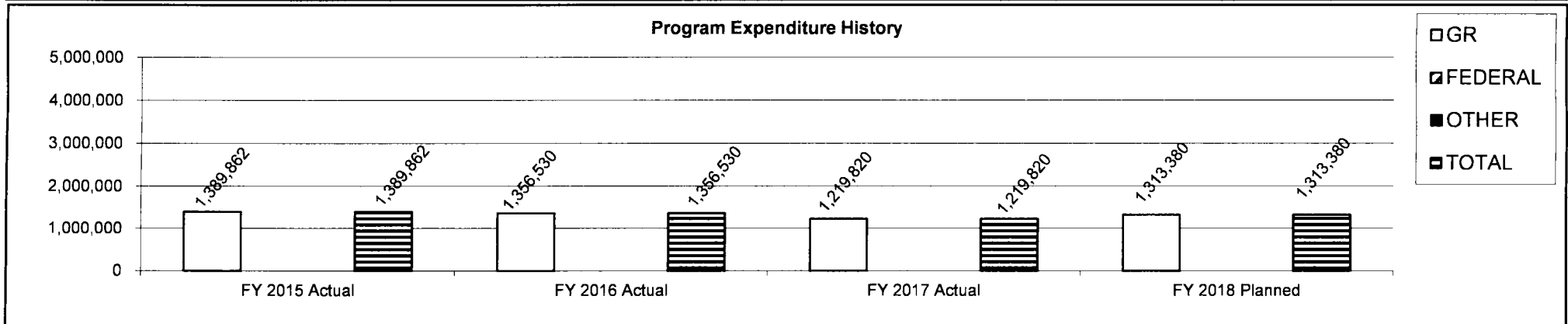
Department: Social Services

HB Section: 11.055

Core: County Detention Payments

Program is found in the following core budget(s): County Detention Payments

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2018 expenditures are net of reverted.

### 6. What are the sources of the "Other " funds?

N/A

### 7a. Provide an effectiveness measure.

N/A

### 7b. Provide an efficiency measure.

N/A

## PROGRAM DESCRIPTION

Department: Social Services

HB Section: 11.055

Core: County Detention Payments

Program is found in the following core budget(s): County Detention Payments

7c. Provide the number of clients/individuals served, if applicable.

SFY	Number of Detention Days Reimbursed	
	Projected	Actual
2015	105,000	99,276
2016	105,000	96,895
2017	100,000	87,130
2018	93,800	
2019	93,800	
2020	93,800	

7d. Provide a customer satisfaction measure, if available.

N/A

# **Division of Legal Services**

# CORE DECISION ITEM

Department: Social Services  
Division: Legal Services  
Core: Legal Services

Budget Unit: 88912C  
HB Section: 11.060

## 1. CORE FINANCIAL SUMMARY

FY 2019 Budget Request				
	GR	Federal	Other	Total
PS	1,585,159	3,134,046	750,701	5,469,906
EE	13,217	324,270	90,076	427,563
PSD	5,360	66,564	0	71,924
TRF				
Total	1,603,736	3,524,880	840,777	5,969,393
FTE	41.53	67.14	16.21	124.88

Est. Fringe	918,818	1,655,118	397,832	2,971,768
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Third Party Liability Collections Fund (0120)  
Child Support Enforcement Fund (0169)

FY 2019 Governor's Recommendation				
	GR	Federal	Other	Total
PS				0
EE				0
PSD	0			0
TRF				
Total	0	0	0	0
FTE				0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

## 2. CORE DESCRIPTION

Core funding for the Division of Legal Services (DLS) to provide comprehensive legal support to all program and support divisions in the Department of Social Services.

## 3. PROGRAM LISTING (list programs included in this core funding)

Division of Legal Services

# CORE DECISION ITEM

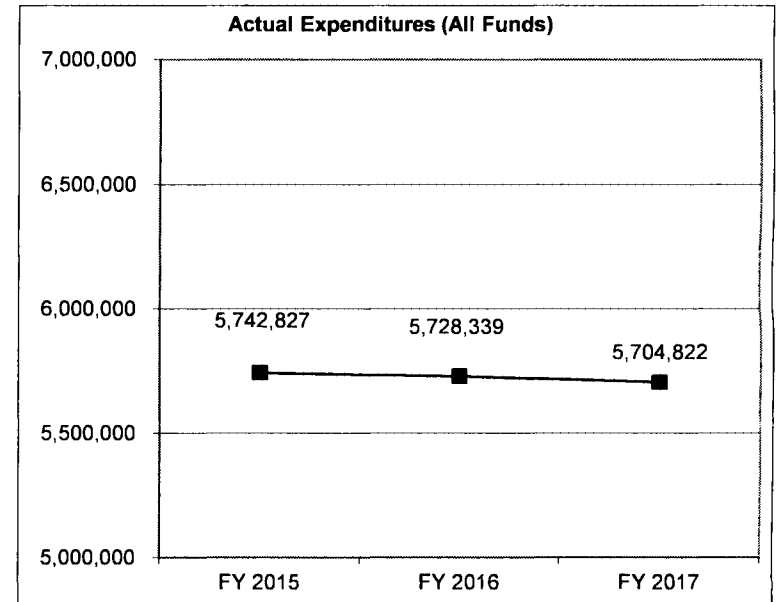
Department: Social Services  
Division: Legal Services  
Core: Legal Services

Budget Unit: 88912C

HB Section: 11.060

## 4. FINANCIAL HISTORY

	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Current Yr.
Appropriation (All Funds)	6,302,799	6,090,046	5,986,845	5,973,677
Less Reverted (All Funds)	(51,146)	(47,602)	(48,635)	(48,241)
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	6,251,653	6,042,444	5,938,210	5,925,436
Actual Expenditures (All Funds)	5,742,827	5,728,339	5,704,822	N/A
Unexpended (All Funds)	508,826	314,105	233,388	N/A
Unexpended, by Fund:				
General Revenue	1	210,548	4	N/A
Federal	330,625	69,101	106,399	N/A
Other	178,200	34,456	126,985	N/A
	(1)	(2)	(3)	



Reverted includes the statutory three- percent reserve (when applicable).  
Restricted includes any Governor's Expenditure Restriction (when applicable).

### NOTES:

- (1) FY15 core reduction of 2% professional services of \$15 GR.
- (2) FY16 core reduction \$114,720 GR.
- (3) FY18 transfer for cost allocation of \$13,168 GR to OA.

## CORE RECONCILIATION DETAIL

### DEPARTMENT OF SOCIAL SERVICES DIVISION OF LEGAL SERVICES

#### 5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
<b>TAFP AFTER VETOES</b>										
				PS	124.97	1,589,443	3,134,046	750,701	5,474,190	
				EE	0.00	18,577	335,834	90,076	444,487	
				PD	0.00	0	55,000	0	55,000	
				<b>Total</b>	<b>124.97</b>	<b>1,608,020</b>	<b>3,524,880</b>	<b>840,777</b>	<b>5,973,677</b>	
<b>DEPARTMENT CORE ADJUSTMENTS</b>										
Transfer Out	985	6353	PS	(0.09)		(4,284)	0	0	(4,284)	Transfer to HB12 - Gov Office.
Core Reallocation	323	2964	PS	0.00		0	0	0	0	
Core Reallocation	323	2790	PS	0.00		0	0	0	(0)	
Core Reallocation	323	1009	PS	(0.00)		0	0	0	(0)	
Core Reallocation	323	6353	PS	(0.00)		0	0	0	0	
Core Reallocation	334	6354	EE	0.00		(5,360)	0	0	(5,360)	
Core Reallocation	334	2965	EE	0.00		0	(11,564)	0	(11,564)	
Core Reallocation	334	2965	PD	0.00		0	11,564	0	11,564	
Core Reallocation	334	6354	PD	0.00		5,360	0	0	5,360	
<b>NET DEPARTMENT CHANGES</b>					<b>(0.09)</b>	<b>(4,284)</b>	<b>0</b>	<b>0</b>	<b>(4,284)</b>	
<b>DEPARTMENT CORE REQUEST</b>										
				PS	124.88	1,585,159	3,134,046	750,701	5,469,906	
				EE	0.00	13,217	324,270	90,076	427,563	
				PD	0.00	5,360	66,564	0	71,924	
				<b>Total</b>	<b>124.88</b>	<b>1,603,736</b>	<b>3,524,880</b>	<b>840,777</b>	<b>5,969,393</b>	

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**CORE RECONCILIATION DETAIL**

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**DEPARTMENT OF SOCIAL SERVICES  
DIVISION OF LEGAL SERVICES**

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**5. CORE RECONCILIATION DETAIL**

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	<b>Budget Class</b>	<b>FTE</b>	<b>GR</b>	<b>Federal</b>	<b>Other</b>	<b>Total</b>	<b>Explanation</b>
<b>GOVERNOR'S RECOMMENDED CORE</b>							
	PS	124.88	1,585,159	3,134,046	750,701	5,469,906	
	EE	0.00	13,217	324,270	90,076	427,563	
	PD	0.00	5,360	66,564	0	71,924	
	<b>Total</b>	<b>124.88</b>	<b>1,603,736</b>	<b>3,524,880</b>	<b>840,777</b>	<b>5,969,393</b>	



## DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>DIVISION OF LEGAL SERVICES</b>								
<b>CORE</b>								
<b>PERSONAL SERVICES</b>								
GENERAL REVENUE	1,541,920	36.03	1,589,443	41.62	1,585,159	41.53	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	3,028,831	70.86	3,134,046	67.14	3,134,046	67.14	0	0.00
THIRD PARTY LIABILITY COLLECT	494,672	11.52	583,414	13.18	583,414	13.18	0	0.00
CHILD SUPPORT ENFORCEMENT FUND	158,367	3.70	167,287	3.03	167,287	3.03	0	0.00
TOTAL - PS	5,223,790	122.11	5,474,190	124.97	5,469,906	124.88	0	0.00
<b>EXPENSE &amp; EQUIPMENT</b>								
GENERAL REVENUE	10,750	0.00	18,577	0.00	13,217	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	368,265	0.00	335,834	0.00	324,270	0.00	0	0.00
THIRD PARTY LIABILITY COLLECT	60,753	0.00	90,076	0.00	90,076	0.00	0	0.00
TOTAL - EE	439,768	0.00	444,487	0.00	427,563	0.00	0	0.00
<b>PROGRAM-SPECIFIC</b>								
GENERAL REVENUE	19,879	0.00	0	0.00	5,360	0.00	0	0.00
DEPT OF SOC SERV FEDERAL & OTH	21,385	0.00	55,000	0.00	66,564	0.00	0	0.00
TOTAL - PD	41,264	0.00	55,000	0.00	71,924	0.00	0	0.00
<b>TOTAL</b>	<b>5,704,822</b>	<b>122.11</b>	<b>5,973,677</b>	<b>124.97</b>	<b>5,969,393</b>	<b>124.88</b>	<b>0</b>	<b>0.00</b>
<b>GRAND TOTAL</b>	<b>\$5,704,822</b>	<b>122.11</b>	<b>\$5,973,677</b>	<b>124.97</b>	<b>\$5,969,393</b>	<b>124.88</b>	<b>\$0</b>	<b>0.00</b>

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# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
<b>DIVISION OF LEGAL SERVICES</b>								
<b>CORE</b>								
SR OFC SUPPORT ASST (CLERICAL)	2,119	0.08	32,075	1.25	0	0.00	0	0.00
ADMIN OFFICE SUPPORT ASSISTANT	301,171	9.67	214,671	6.77	381,336	11.28	0	0.00
OFFICE SUPPORT ASSISTANT	0	0.00	32,451	1.38	0	0.00	0	0.00
SR OFFICE SUPPORT ASSISTANT	363,198	13.87	420,930	19.74	326,468	10.63	0	0.00
RESEARCH ANAL I	35,610	1.00	35,643	1.00	35,643	1.00	0	0.00
EXECUTIVE I	15,774	0.46	0	0.00	71,341	2.00	0	0.00
PROGRAM DEVELOPMENT SPEC	45,155	1.00	45,190	0.99	45,155	1.00	0	0.00
INVESTIGATOR I	164,463	4.92	152,871	4.65	152,871	4.65	0	0.00
INVESTIGATOR II	721,514	18.63	715,765	18.04	715,765	18.04	0	0.00
INVESTIGATOR III	512,718	11.84	619,930	13.08	619,930	13.08	0	0.00
INVESTIGATION MGR B1	50,994	1.00	50,661	1.02	50,661	1.02	0	0.00
SOCIAL SERVICES MGR, BAND 1	43,525	0.99	43,562	1.00	43,562	1.00	0	0.00
DIVISION DIRECTOR	95,010	0.99	105,218	1.11	95,010	1.00	0	0.00
DEPUTY DIVISION DIRECTOR	59,272	0.85	74,627	1.00	74,627	1.00	0	0.00
LEGAL COUNSEL	1,311,525	25.25	1,433,998	22.16	1,361,055	27.40	0	0.00
HEARINGS OFFICER	1,039,589	22.11	1,053,549	22.76	1,053,549	22.76	0	0.00
MISCELLANEOUS TECHNICAL	0	0.00	116	0.00	0	0.00	0	0.00
MISCELLANEOUS PROFESSIONAL	62,565	0.96	64,228	0.98	64,228	0.98	0	0.00
SPECIAL ASST PROFESSIONAL	228,760	4.24	225,069	4.04	225,069	4.04	0	0.00
SPECIAL ASST OFFICE & CLERICAL	156,425	4.06	153,636	4.00	153,636	4.00	0	0.00
INVESTIGATOR	8,562	0.13	0	0.00	0	0.00	0	0.00
LEGAL COUNSEL	5,787	0.06	0	0.00	0	0.00	0	0.00
CHIEF OPERATING OFFICER	54	0.00	0	0.00	0	0.00	0	0.00
<b>TOTAL - PS</b>	<b>5,223,790</b>	<b>122.11</b>	<b>5,474,190</b>	<b>124.97</b>	<b>5,469,906</b>	<b>124.88</b>	<b>0</b>	<b>0.00</b>
TRAVEL, IN-STATE	54,776	0.00	39,025	0.00	41,479	0.00	0	0.00
TRAVEL, OUT-OF-STATE	2,383	0.00	1,459	0.00	1,459	0.00	0	0.00
SUPPLIES	165,126	0.00	189,827	0.00	189,828	0.00	0	0.00
PROFESSIONAL DEVELOPMENT	32,841	0.00	32,316	0.00	32,316	0.00	0	0.00
COMMUNICATION SERV & SUPP	91,798	0.00	115,614	0.00	115,614	0.00	0	0.00
PROFESSIONAL SERVICES	34,048	0.00	19,949	0.00	19,949	0.00	0	0.00
HOUSEKEEPING & JANITORIAL SERV	102	0.00	216	0.00	216	0.00	0	0.00
M&R SERVICES	33,621	0.00	14,860	0.00	14,860	0.00	0	0.00

# DECISION ITEM DETAIL

Budget Unit	FY 2017	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	*****	*****
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	SECURED	SECURED
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	COLUMN	COLUMN
DIVISION OF LEGAL SERVICES								
CORE								
MOTORIZED EQUIPMENT	0	0.00	19,378	0.00	0	0.00	0	0.00
OFFICE EQUIPMENT	2,182	0.00	0	0.00	0	0.00	0	0.00
OTHER EQUIPMENT	5,258	0.00	1,503	0.00	1,503	0.00	0	0.00
PROPERTY & IMPROVEMENTS	10,677	0.00	326	0.00	326	0.00	0	0.00
BUILDING LEASE PAYMENTS	0	0.00	1	0.00	0	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	329	0.00	0	0.00	0	0.00	0	0.00
MISCELLANEOUS EXPENSES	6,627	0.00	10,013	0.00	10,013	0.00	0	0.00
TOTAL - EE	439,768	0.00	444,487	0.00	427,563	0.00	0	0.00
DEBT SERVICE	41,264	0.00	55,000	0.00	71,924	0.00	0	0.00
TOTAL - PD	41,264	0.00	55,000	0.00	71,924	0.00	0	0.00
GRAND TOTAL	\$5,704,822	122.11	\$5,973,677	124.97	\$5,969,393	124.88	\$0	0.00
GENERAL REVENUE	\$1,572,549	36.03	\$1,608,020	41.62	\$1,603,736	41.53		0.00
FEDERAL FUNDS	\$3,418,481	70.86	\$3,524,880	67.14	\$3,524,880	67.14		0.00
OTHER FUNDS	\$713,792	15.22	\$840,777	16.21	\$840,777	16.21		0.00

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.060**

**Program Name: Division of Legal Services**

**Program is found in the following core budget(s): Division of Legal Services**

### 1a. What strategic priority does this program address?

Providing legal and investigation services

### 1b. What does this program do?

The Division of Legal Services (DLS) provides comprehensive legal support to all program and support divisions in the Department of Social Services (DSS) to assist these agencies in accomplishing the Department's goals and objectives.

DLS is functionally organized into four major sections:

#### General Counsel

The General Counsel and Director of the Division of Legal Services is responsible for supervising the functions of the Division of Legal Services, for providing legal advice to the Directors of the Department and the Divisions within the Department. The General Counsel also directly supervises the Special Counsel for each of the program divisions, who provide legal research and advice on the individual programs; prepare fiscal notes and legal analysis on pending legislation; review and draft contracts; review and draft administrative regulations; assist the Communications Director in administering DSS' compliance with the Sunshine law; and ensuring DSS's compliance with privacy laws.

#### Litigation

The Litigation Section provides legal counsel and representation to the Department of Social Services and its separate divisions. The Chief Counsel for Litigation administers the section and assists the General Counsel in providing legal assistance and advice to the DSS Director to ensure that the programs and policies of the Department are implemented in the manner provided by law. Litigation attorneys are based in offices in Jefferson City, St. Louis, Independence and Springfield. The primary focus of the litigation attorneys is to provide legal representation to the Children's Division (CD) in Juvenile Court to support the children in achieving safe, stable, permanent homes; to ensure integrity and accountability in the administration of income maintenance programs and to combat waste, fraud and abuse in DSS' programs. DLS attorneys have also represented DSS in administrative hearings in TANF (Temporary Assistance for Needy Families) drug testing cases. Additional duties include:

- providing legal advice and representation to the child abuse and neglect hotline system, and defending the decisions made by the Department in Circuit Court;
- providing competent and zealous litigation support to CD in child abuse and neglect investigations, enhancing the effectiveness of the program by ensuring that perpetrators of abuse and neglect are properly identified in the Central Registry;
- providing legal advice, training and courtroom representation for CD in the Juvenile and Circuit Courts of the State;
- providing legal advice and representation to CD on matters relating to licensure of foster homes, including actions pertaining to sanctioning of these entities;
- providing legal research to the Department's General Counsel and the program divisions;
- reviewing proposed legislation and preparing fiscal notes;
- reviewing and drafting of contracts between divisions and nongovernmental service providers;
- reviewing and drafting memorandums of understanding between the department/divisions and other governmental entities;

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.060**

**Program Name: Division of Legal Services**

**Program is found in the following core budget(s): Division of Legal Services**

- providing legal advice and courtroom representation to the Division of Youth Services to assure that its mission of addressing the needs of delinquent youth is attained;
- providing legal advice and counsel to the MO HealthNet Division in administering the MO HealthNet program;
- providing legal advice, representation and counsel to the Family Support Division in administering the income maintenance and child support programs;
- serving as a liaison between the Department and its divisions, and the Missouri Attorney General's Office on cases involving litigation involving the Department; and
- providing legal advice and counsel to the other support divisions within the Department.

### Administrative Hearings

The Administrative Hearings Section is comprised of hearing officers based in Jefferson City, St. Louis and Independence who conduct hearings related to child support enforcement and public benefits. The attorneys who conduct child support hearings are qualified and trained to provide full and fair hearings in all facets of the child support process, including establishment, enforcement, and modification of administrative child support orders.

Hearing officers within the Administrative Hearings Section also provide full and fair administrative hearings for public benefit and service recipients who are challenging a decision of the Family Support Division or the MO HealthNet Division. These due process hearings provide a forum for determining whether the denial or termination of public benefits or services was justified. These hearing officers are able to provide due process to all participants expeditiously and promote the integrity of state programs, including food stamps, cash assistance, and medical assistance programs.

Hearing officers also hear provider appeals of Children's Divisions' decisions to deny or revoke the registration of child care providers from the state's childcare subsidy program and conduct hearings on adoption and foster home licensure.

### Investigations

The Investigation Section is divided into three units: Welfare Investigations Unit (WIU), Claims and Restitution Unit (C&R), and Special Assignment Unit (SAU).

The Welfare Investigation Unit (WIU) is divided into five regions: Independence, St. Louis, Jefferson City, Springfield, and Sikeston. The WIU primarily investigates allegations of recipient fraud and abuse involving the various public assistance programs administered by DSS including but not limited to: Food Stamps, Temporary Assistance for Needy Families (TANF), Blind Pension, Supplemental Aide for the Blind, Child Care (recipient and provider), MO HealthNet (MHD), Energy Assistance, and complaints of EBT (food stamp) trafficking. WIU also investigates employee threat referrals from all divisions of DSS.

The Claims and Restitution (C&R) unit operates and manages the Claims Accounting Restitution System (CARS). The CARS system tracks the establishment and collection efforts of all claims in the public assistance programs administered by DSS. The C&R unit also administers the Treasury Offset Program (TOP) and initiates collection actions, locates persons owing monies to the Department of Social Services, monitors payments and takes appropriate action on delinquent accounts. The TOP provides for the interception of individuals' federal income tax refunds to satisfy outstanding food stamp overpayments.

The Special Assignment Unit (SAU) is responsible for conducting criminal, personnel, and internal investigations to strengthen departmental integrity and for furnishing technical support and investigative assistance to the various DSS divisions in their administration and control of departmental programs. The SAU also assists in locating persons, identifying resources, conducting background investigations and associated research in support of DSS investigations, and conducting background checks on prospective DSS employees.

## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.060**

**Program Name: Division of Legal Services**

**Program is found in the following core budget(s): Division of Legal Services**

### State Technical Assistance Team

The State Technical Assistance Team (STAT) assists in the investigation of child abuse, child neglect, child sexual abuse, child exploitation/pornography or child fatality cases, as described in Sections 660.520 to 660.527, RSMo, upon the request of local, state or federal law enforcement, prosecuting officials, Department of Social Services staff, representatives of the family courts, medical examiners, coroners or juvenile officers. As licensed peace officers by the Director of the Department of Public Safety pursuant to Chapter 590, RSMo, STAT investigators are deemed peace officers and have powers of arrest, limited to offenses involving child abuse, child neglect, child sexual abuse, child exploitation/pornography or child fatality. STAT assists county multidisciplinary teams in the development and implementation of protocols for the investigation and prosecution of child abuse, child neglect, child sexual abuse, child exploitation/pornography or child fatality.

STAT also manages Missouri's Child Fatality Review Program (RSMo 210.192, et. al.) with multidisciplinary panels in 114 counties and the City of St. Louis. Based on information received, risks to children are identified and prevention strategies are developed.

DLS also coordinates the department's compliance with the federal Health Insurance Portability and Accountability Act (HIPPA) and other state and federal privacy mandates. HIPPA requires that the Department have a privacy officer to oversee the Department's implementation of HIPPA standards within the Department and training of Department employees on HIPPA standards and the continuous compliance with the rules.

### **2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

Chapters 205, 207, 208, 210, 211, 219, 452, 453, 454, 455, 473, 621, 660 RSMo.; Medicaid 42 USC Chapter 7 subchapter XIX, Section 1396; 20 CFR 404 1001-1096; 1501-1675 subchapter 8(1,2); 42 CFR 440-441,483; 45 CFR 205 and 206; TANF 45 CFR 233, 261, 262; 7 CFR 273.15; 7 CFR 273.16(e); 45 CFR Part 303; 45 CFR 302.50; 45 CFR 302.70 (2); 7 CFR 273.18; 42 CFR 456.3(a); 42 CFR 456.1-456.23; 42 USC Section 5106a; 42 USC Sections 670-680; 42 USC 9858; 45 CFR 98.40 - 98.49; 45 CFR 302.60; 45 CFR 302.65; 42 USC 651-669b.

### **3. Are there federal matching requirements? If yes, please explain.**

Federal matching requirements depend on the program DLS is supporting. For example, expenditures related to seeking permanency for children in the care and custody of the Children's Division could be eligible for the IV-E administrative match of 50% federal/50% state. However, other expenditures are allocated across the department based on FTE counts and charged to corresponding grants.

### **4. Is this a federally mandated program? If yes, please explain.**

Yes, some activities are mandated by federal law or regulation. The Division of Legal Services (DLS) performs administrative hearings for the following programs: MO HealthNet, TANF, Food Stamps and Child Support. DLS provides investigation services for food stamp fraud, claims and restitution and MO HealthNet fraud. The litigation section manages cases related to MO HealthNet utilization, child protection and permanency planning in the areas of foster care, adoption and reunification.

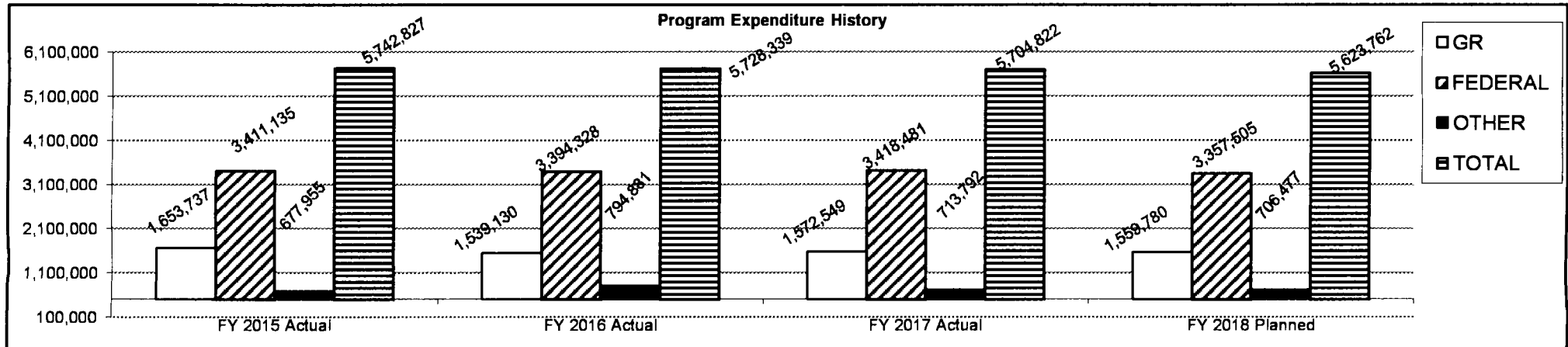
A complete list of federal mandates can be found with each program description in the Divisions that administer the above listed programs.

## PROGRAM DESCRIPTION

**Department:** Social Services  
**Program Name:** Division of Legal Services  
**Program is found in the following core budget(s):** Division of Legal Services

**HB Section:** 11.060

### 5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Planned FY 2018 expenditures are net of reserves and reverted.

### 6. What are the sources of the "Other " funds?

Third Party Liability Collections Fund (0120) and Child Support Enforcement Fund (0169).

## PROGRAM DESCRIPTION

Department: Social Services

HB Section: 11.060

Program Name: Division of Legal Services

Program is found in the following core budget(s): Division of Legal Services

### 7a. Provide an effectiveness measure

Average Number of Months Between Permanency Planning Case Assignment to Attorney and Closure		
SFY	Projected	Actual
2015	12.0	12.0
2016	12.0	8.6
2017	8.6	9.1
2018	9.1	
2019	9.1	
2020	9.1	

Average Number of Days Between the Date Child Support Hearing Request is Received to the Date of the Hearing		
SFY	Projected	Actual
2015	30	15
2016	21	15
2017	15	15
2018	15	
2019	15	
2020	15	

Average Number of Days Between the Date a Food Stamp Hearing Request is Received to the Date of the Hearing		
SFY	Projected	Actual
2015	30	17
2016	17	16
2017	16	16
2018	16	
2019	16	
2020	16	



## PROGRAM DESCRIPTION

**Department: Social Services**

**HB Section: 11.060**

**Program Name: Division of Legal Services**

**Program is found in the following core budget(s): Division of Legal Services**

### 7b. Provide an efficiency measure.

Annual Recovered Amount of Fraudulently Received Public Assistance Benefits		
SFY	Projected	Actual
2015	\$1.7 million	\$1.5 million
2016	\$1.5 million	\$1.4 million
2017	\$1.4 million	\$1.2 million
2018	\$1.4 million	
2019	\$1.4 million	
2020	\$1.4 million	

### 7c. Provide the number of clients/individuals served, if applicable.

SFY	Number of Protective* Service Cases Closed		Hearing Section Decisions		Investigations Concluded (Investigation Section)		**Criminal Investigation Concluded (STAT)	
	Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
2015	1,100	1,534	30,000	18,072	5,000	6,125	200	211
2016	1,100	1,820	25,000	18,372	5,000	6,644	200	219
2017	1,900	1,340	20,000	16,597	6,700	6,849	225	198
2018	1,450		20,000		6,900		200	
2019	1,450		20,000		6,900		200	
2020	1,450		20,000		6,900		200	

\*DLS/Litigation: In addition to protective services cases, DLS/Litigation attorneys closed an additional 3,965 legal matters in SFY 2017 that are not reflected in the permanency statistics. These matters include, defense of hotline decisions in circuit court, TA drug testing cases, subpoenas, foster care licensure, contract matters, legal advice and other matters.

\*\*In FY 2016 STAT continued case assignments filters which utilizes well-known criminal investigations "solvability factors" to decide what cases to accept and assign to STAT investigators. The solvability factors caused the number of FY 2017 STAT cases to reduce slightly, but increased the measure of law enforcement effectiveness with arrest/prosecution rates increasing significantly. It is anticipated the FY 2018 numbers will remain steady for the foreseeable future due to the current limitations of law enforcement staffing.

### 7d. Provide a customer satisfaction measure, if available.

N/A